



CITY HALL  
124 W. COURT AVENUE  
WINTERSET, IOWA 50273-1545  
PHONE (515) 462-1422  
FAX (515) 462-1963

Thomas J. Leners, Mayor  
Andrew J. Barden, City Administrator

## PLANNING AND ZONING COMMISSION AGENDA

Governmental Body: Planning and Zoning Commission

Date of Meeting: August 26, 2025

Time of Meeting: 3:30 P.M.

Place of Meeting: Winterset City Hall

**PUBLIC NOTICE IS HEREBY GIVEN** that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

**Agenda:**

1. Approve the minutes of the June 24, 2025 meeting
2. Review and recommendation for Seven Oaks Subdivision Plat No. 2
  - This subdivision lies outside city limits but is within 2 miles.
3. Planned Unit Development ordinance/review policy discussion

By: Hollie Burgus  
Title: Code Enforcement Officer

Hollie Burgus

**City Council**

Mary Ann Orr- North Mike Fletcher- South

Christopher Fairholm-Mayor Pro Tem, At-Large Michael Eller – At Large Michael Cook- At Large



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## PLANNING AND ZONING COMMISSION MINUTES

Governmental Body: Planning and Zoning Commission

Date of Meeting: June 24, 2025

Time of Meeting: 3:30 P.M.

Place of Meeting: Winterset City Hall

**PUBLIC NOTICE IS HEREBY GIVEN** that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

**Agenda:**

1. Approve the minutes of the May 27, 2025 meeting
2. Rezoning Request for Kading Properties, LLC
3. Rezoning Request for Agriland FS, Inc.
4. Planned Unit Development ordinance discussion

By: \_\_\_\_\_  
Title: **Code Enforcement Officer**

The Planning and Zoning Commission of the City of Winterset, Iowa met on June 24, 2025, in accordance with the above Notice and Call of Public meeting. The meeting was called to order at 3:30 PM by Chairman LaGrange.

**Present:** Dan Bush, David LaGrange, JD McDonald, Jon Stetzel, Jerry Parkin, Jeanne Jacobson, Dan Schwers

**Absent:** None

**Agenda Item 1:**

Chairman LaGrange called for a motion to approve the minutes of the May 27, 2025 meeting. There was no discussion. Member Stetzel made a motion to approve the previous meeting minutes, seconded by Member Bush. On a voice vote, all members present voted Aye.

Whereupon Chairman LaGrange declared that the motion carried.

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**Agenda Item 2:**

Chairman LaGrange introduced agenda item 2, a Rezoning request by Kading Properties LLC for a property located at N 14th Ave and Highway 92. Code Enforcement Officer Burgus went on to explain to the Commission that Kading properties would like to rezone this parcel of land from Commercial to R-3 in order to build two 4-plex units. Chace Hauschilt then introduced himself, he represents Kading Properties, LLC. He explained that Kading Properties has owned this property for 10 years and it was zoned Commercial and has remained Commercial since ownership. He then explained that they would like to build two 4-plex units that would each have two 3 bedrooms, 2 bath units and two 2 bedrooms, 1-bathroom units. Each unit would have its own garage and off-street parking. The units would be located closer to the west property line due to the slope of the property to the east. He also explained that of the 100 units in the existing Kading Properties units, only one is vacant. These would help fill the need for market rate rental units. Chairman LaGrange asked if there was any more discussion. Seeing none, he called for a motion. Member Bush made a motion to deny the rezoning request as presented. The motion to deny was seconded by Member McDonald. On a voice vote, all members present voted Aye.

Whereupon Chairman LaGrange declared that the motion carried, and the rezoning request was denied.

**Agenda Item 3:**

Chairman LaGrange introduced agenda item 3, a Rezoning request for 2 parcels for Agriland FS, Inc. Code Enforcement Officer Burgus explained to the Commission that Agriland FS, Inc. is voluntarily annexing in a property they recently purchased that is adjacent to a property they currently own. When properties are annexed into the city, they come in as Agricultural. Agriland FS, Inc is requesting to rezone this parcel and the parcel adjacent to the west from Agricultural to Industrial. They intend to use these two properties as equipment and machinery parking. After discussion, Chairman LaGrange asked for a motion. Member Parkin made a motion to approve the rezoning request as presented. The motion to approve was seconded by Member Stetzel. On a voice vote, all members present voted Aye.

Whereupon Chairman LaGrange declared that the motion carried, and the rezoning request was approved.

**Agenda Item 4:**

Chairman LaGrange introduced agenda item 4, Planned Unit Development (PUD) ordinance update discussion. Code Enforcement Officer Burgus explained that based on the last meeting's discussion, a document was produced that would provide a guideline on the review process for PUD submittal. This would give an objective set of criteria to evaluate a PUD for non-conforming lots. For example, if 0-15% of the total lots are non-conforming, this would have a minimal impact on surrounding properties. As the % gets higher, there would need to be documented justification, public benefit, etc. At 46% of non-conforming lots, this would be considered excessive and discouraged. These percentages are just in discussion at this point and would be a policy. This policy would be in place for city staff to review the PUD before

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**the Planning and Zoning Commission would review the request. This agenda item was just informational, not an action item.**

**Member Stetzel then made a motion to adjourn the meeting, seconded by Member Bush. On a voice vote, all members present voted Aye.**

**Whereupon Chairman LaGrange declared that the motion carried and the meeting adjourned.**

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**Chairman David LaGrange**

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**Code Enforcement Officer  
Hollie Burgus**

**City Council**

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**Christopher Fairholm-Mayor Pro Tem, At-Large    Michael Eller – At Large    Michael Cook- At Large**

**DEDICATION OF PLAT  
OF  
SEVEN OAKS SUBDIVISION PLAT NO. 2**

I, Steven H. Reed, a Married Person, hereby certify that I am the sole owner and proprietor of the real property described below and that the subdivision of such property, as shown by the accompanying Final Plat of Seven Oaks Subdivision Plat No. 2 is in accordance with my free consent and in accordance with my desire as the owner and proprietor of the real estate. The real property covered by this Dedication of Plat is described as follows:

**Seven Oaks Subdivision Plat No. 2, a Replat of Lot Three (3) of  
Seven Oaks Subdivision, an Official Plat, located in Section One  
(1), in Township Seventy-five (75) North, Range Twenty-eight  
(28) West of the 5th P.M., Madison County, Iowa.**

Dated this 15 day of August 2025.



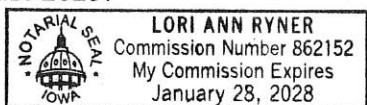
Steven H. Reed



Marla J. Reed, Spouse of Owner

STATE OF IOWA, COUNTY OF MADISON

This instrument was acknowledged before me by Steven H. Reed on this 15 day of August 2025.



Lori Ann Ryner  
Notary Public in and for the State of Iowa.

STATE OF IOWA, COUNTY OF MADISON

This instrument was acknowledged before me by Marla J. Reed on this 15 day of August 2025.



Lori Ann Ryner  
Notary Public in and for the State of Iowa.

## INDEX LEGEND

Location: Rept of Lot 3 Seven Oaks Sub. Winterset  
Requestor: Steven Reed  
Proprietor: Steven Reed  
Project: 25017 Date of Survey: 4/4/2025  
Surveyor Co: Boldman Surveying & Consult  
Prepared by/Return to: Craig S. Boldman  
521 West Green Street, Winterset, Ia 50273  
Phone/Fax: 515-462-9242

**OWNER/DEVELOPER:**

Steve Reed Developments  
2248 Carver Road  
Winterset, IA 50273  
515-975-1016

## SURVEYOR

**Baldwin Surveying & Consulting**  
521 West Green St  
Winterset, Ia 50273  
515-202-9157

## Utilities

Electric—R.E.C.  
Gas—Propane  
Sewer—Private Septic  
Cable—Future  
Water—City of Wintersell

## SETBACKS

Front and Rear-50' from property line  
Side-25' from property line

#### ZONING - "A" AGRICULTURE



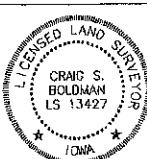
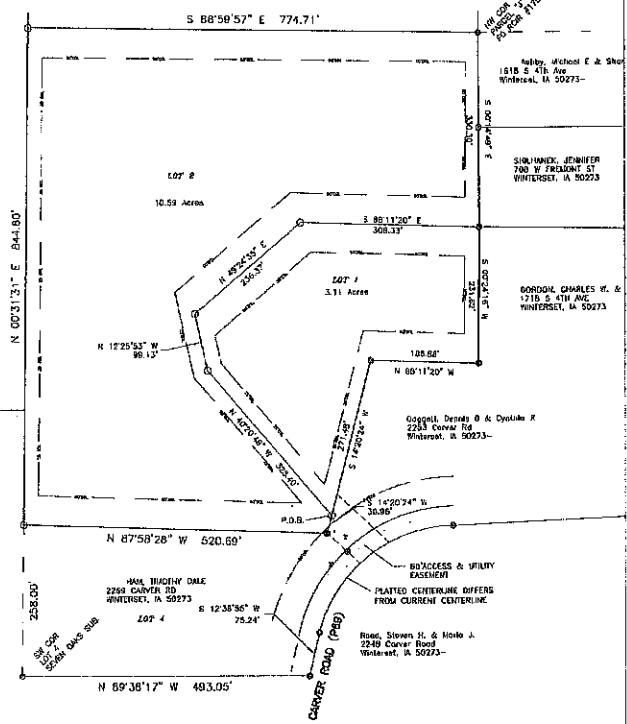
Witkle, Katherine M. Elou  
Nelson, Noel R  
C/O MARK NELSON  
1406 QUINCY LN  
CHARLESTON, WV 25314

APPROXIMATE 1/4-1/4 SECTION LINE

FINAL PLAT OF SEVEN OAKS SUBDIVISION PLAT NO. 2

Being a Replot of Lot 3 of Seven Oaks Subdivision, an Official Plot, located in Section 1, Township 75 North, Range 28  
West of the 5th P.M., Madison County, Iowa.

FAIRBOLD, CHRISTOPHER D  
1524 S 4TH AVE  
Wintonel, VA 50273-



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Signature Craig S. Baldwin Date 7/18/2025

Name: Craig S. Baldwin P.L.S. No. 13427

Renewal date is December 31, 2026

Pages or sheets covered by this seal this sheet