

MINUTES OF THE CITY OF OKOBOJI PLANNING AND ZONING COMMISSION  
MEETING HELD ON APRIL 18, 2022 – 5:30 PM

The Planning and Zoning Commission of the City of Okoboji met at the above date at 5:30PM at the Okoboji City Hall and via Zoom Teleconferencing. Commission members present were John McMahon, Barbara Mendenhall (via Zoom), Hank Grant (via Zoom), Jane Shuttleworth (via Zoom), and Perry Pearson (via Zoom). Others present were Michael Meyers, City Administrator, and Mark Kramer (via Zoom).

**NEW BUSINESS**

No action was taken on previous meeting minutes.

Chairperson Pearson opened a public hearing to discuss and make recommendation on a lakeshore landscaping permit application submitted by Jeff & Ross Koster of 1713 Lake Shore Drive.

Commissioner Mendenhall commented that this was a reapplication from a previously submitted lakeshore landscaping permit. Mark Kramer, representing the project, advised that there was a change of plans and the property owners wished to have something more maintainable.

Mendenhall commented on the use of boulder walls and native plants. City Administrator Meyers commented that the City's review of the application showed no deficiencies.

Meyers advised that there were no formal comments in favor or opposition to the proposed project. Meyers discussed a conversation he had with an adjacent property owner pertaining to the stairwell leading down the sidewalk.

Motion made by Commissioner Mendenhall and second by Commissioner Shuttleworth to recommend the lakeshore landscaping permit for approval. The following Commissioners voted "AYE": McMahon, Mendenhall, Grant, Shuttleworth, and Pearson. Motion approved 5-0.

Chairperson Pearson discussed the proposed 'Lakeshore Landscaping Inspection Form'. Meyers advised on the progress of this form to be used for ongoing lakeshore landscaping reviews of current projects. The Commission advised on a few different items they would like to see on the form. Meyers discussed that he would work with the City's engineering firm to have these addressed. Commissioners advised they would like to see date added as well as name of inspector. No further action taken.

Chairperson Pearson opened discussion pertaining to potential amendments to the City's R-3, Lakeshore Residential, 'Front Yard' setback. City Administrator Meyers introduced several amendments to the City's Zoning Ordinance which would revise the way the City of Okoboji sets 'Front Yard' setbacks for properties zoned R-3 (Lakeshore Residential). Meyers explained the current challenges with the process that the City utilizes and encouraged the Commission to consider the proposed revisions which he advised he felt would be easier for City Staff, easier for residents, and better overall. Meyers commented that the City of Okoboji is the only jurisdiction in Dickinson County that does it the way the City currently does and felt that the City should conform more closely to others in the County. In summarization, Meyers advised that the City should set the 'Front Yard' setback by utilizing the furthest projecting point of each adjacent structure to set the setback and then

allowing for a 10' unenclosed deck or patio to encroach within the front yard. Meyers emphasized that the first projecting point of the structure is to be the house, not to include the deck or patio.

Commissioner Mendenhall asked on how the angle is determined when utilizing this process on homes that are on a curved shoreline. Meyers advised he would follow up on this.

Discussion took place pertaining to minimum distance setback from the ordinary high water mark. Meyers advised that this was challenging to set citing the difference between a high lakeshore bank and a short lakeshore bank.

Commissioner Grant asked if we were opening up to more decks and patios encroaching towards the lakeshore. Meyers answered that would be completely determined upon the adjacent structures to the property.

City Administrator Meyers advised he would bring this back to the Commission in a more formal actionable item. No further action taken.

Chairperson Pearson opened discussed on the City of Okoboji's sign ordinance. City Administrator Meyers discussed what he felt are deficiencies the City's signage regulations. Meyers commented on specific sections, discussed specific examples that have happened, and identified some properties that are challenging to apply the sign ordinance to.

Commission members had general discussion and gave direction on how to clarify specific portions of the sign ordinance. City Administrator Meyers advised he would continue to look into it and bring more specific amendments at a future meeting. No further action taken.

ADJOURNMENT

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Michael Meyers, City Administrator