

**MINUTES OF THE CITY OF OKOBOJI PLANNING AND ZONING COMMISSION  
MEETING HELD ON MONDAY, DECEMBER 6, 2021 – 5:30PM**

The Planning and Zoning Commission of the City of Okoboji met via Zoom Teleconferencing at 5:30PM. Commission members present were Hank Grant, Perry Pearson, Barb Mendenhall, Jane Shuttleworth, and John McMahon. Others present were City Administrator Michael Meyers, Darcie Fallon, Bret Vanderpoole and Jeff Rose.

**OLD BUSINESS**

Chairperson Pearson presented an application for a Lakeshore Landscaping permit submitted by Stacy and Adam Briley, owners of 1603 Lake Shore Drive. Pearson advised that at the last meeting the application was tabled awaiting further information. City Administrator Meyers advised that the item was tabled until the determination of type of stone would be made. Meyers described the selected stone as Keystone Country Manor.

Bret Vanderpoole, representing the project, explained that the selected stone was tumbled and not uniform. The Commission review photos and other aspects of the proposed stone.

Commissioner Shuttleworth inquired as to why boulder walls were not considered. Vanderpoole commented on the height of wall being around 6' and that he was not comfortable doing anything over 4' with boulders.

Chairperson Pearson inquired about the decking and boathouse. Vanderpoole advised that the boat house is in good repair and not part of this project.

Commission Shuttleworth asked if the 6' tall walls could be the stacked stone and the walls of lower height could be boulder. Vanderpoole advised he could run this by the homeowner. Pearson felt like he would look at it more favorably if the lower walls were softened up with native stone.

Commissioner Mendenhall advised that the current stone selection is more pleasing than others that have been submitted to the City. Vanderpoole advised it was an effort to not make it look so formalized.

Commissioner Mendenhall commented on the plants being utilized and for the plantings to be more native than ornamental. Commissioner Shuttleworth commented for a mixture of short grasses and flowers.

Commissioner Mendenhall advised she was in favor of the project especially with the stones at the bottom of the project and felt like it was a reasonable compromise while allowing the 6' wall to be the originally selected block.

Motion made by Commissioner Grant and a second by Commissioner Mendenhall to approve the project with the lower walls being stone while allowing the 6' wall to be stacked stone. The following Commissioners voted "AYE": Mendenhall, Pearson, Grant, McMahon, Shuttleworth. Motion approved 5-0.

Chairperson Pearson introduced the meeting minutes from October 4, 2021 for approval.

Motion made by Commissioner Shuttleworth and a second by Commissioner Mendenhall to approve the previous meeting minutes. The following Commissioners voted “AYE”: Mendenhall, Pearson, Grant, Shuttleworth. Commissioner McMahon abstained. Motion approved 4-0.

Chairperson Pearson moved Agenda Item C to the present item. Chairperson Pearson opened a public hearing to consider the recommendation of a Conditional Use Permit to Studio Bellus, LLC for a “tattoo parlor”. Pearson advised that this was actually for microblading which is a form of cosmetic tattooing.

Darci Fallon, representing Studio Bellus, gave an overview of her work and microblading. Fallon advised that she would like to offer microblading as part of Be Radiant in Okoboji. Fallon advised that she has met with the Iowa Department of Health. Fallon advised that she is primarily focused on eye brows and that the tattooing is semi-permanent.

Commissioner Mendenhall asked if this business might expand in any other services. Fallon advised that at this time she is focused on eye brows.

Motion made by Commissioner Grant and a second by Commissioner Mendenhall. The following Commissioners voted “AYE”: Mendenhall, Pearson, Grant, Shuttleworth, McMahon. Motion approved 5-0.

City Administrator Meyers began discussion pertaining to setting the front yard setback on properties zoned R-3, Lakeshore Residential. Meyers explained how other jurisdictions handle the front yard setback on lake adjacent properties. Meyers commented on several areas that he felt were important to draw attention to. Meyers felt it was important to consider how the City treats decks, steps, and patios. Meyers felt that changes would be more equitable and easier for staff and residents to interpret. Meyers asked the Commission if they felt there needed to be a minimum / maximum zone created.

No action taken. Meyers commented that he would take what was discussed and attempt to craft a template for future modifications and bring it back to the next meeting.

ADJOURNMENT

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Michael Meyers, City Administrator