

**Amana Colonies Land Use District**  
Minutes of the Regular Meeting  
November 14, 2022 - 7:30 p.m.  
Amana Heritage Society Museum Auditorium – 705 44<sup>th</sup> Ave Amana  
And via Zoom

- I. Call Meeting to Order. Amana Colonies Land Use District Board of Trustees President Joe Parcell called the regular meeting of the Board of Trustees to order at 7:30 p.m. Present in person: Parcell, Bruce Trumpold, Tyler Stockman, Norine Magee, Moses de los Santos, Peter Hoehnle and Lynn Trumpold.
- II. Set Agenda. Hoehnle made a motion to modify the agenda so that a time and date to establish a second Public Hearing regarding the new chickens, ducks and geese ordinance could be voted on. Second by de los Santos. Motion passed unanimously. Modification was added to agenda at VI (d).
- III. Review/Approve October Meeting Minutes. Motion to approve the October 17, 2022 Meeting Minutes by Stockman, second by Magee. Motion carried unanimously.
- IV. Welcome visitors and allow citizens to speak on items not on the agenda. No one spoke.
  - a. Discussion/Action: New Board member Lynn Trumpold read and recited the Oath of Office.
  - b. Discussion/Action: Hoehnle made a motion that the current slate of Board of Trustees officers (Joe Parcell-President, Bruce Trumpold-Vice President, Moses de los Santos-Treasurer) be recommended to serve another year. Second by de los Santos. Motion carried unanimously.
- V. Discussion/Action on the following permit applications in a Historic Preservation District:
  - a. 2022-108. Moses de los Santos and Suzanne Sudmeier / 4502 220<sup>th</sup> Trail Amana / HP-C. This is at the Gallery On Main Art Gallery. Replace quantity eight wooden windows with vinyl. The quan 6 downstairs are all 28" x 46" 6/6 w 8" x 10" panes. The quan two upper windows are both 31 1/2" x 36" 6/6. After discussion Stockman made a motion to approve the application as presented. Second by Magee. Hoehnle nay, all others aye with abstain by de los Santos. Motion passed. A Certificate of Approval was generated. It should be noted that de los Santos was present at the meeting to answer any questions.
  - b. 2022-101. Susan Matrise / 2601 and 2515 J St Middle Amana / HP-R. The application requests a permit for complete demolition of the fire-damaged property at 2601 and 2515 J St Middle Amana. This is a result of the conclusion reached by a Structural Engineer's (VJ Engineering) inspection in September that the building is no longer structurally sound. The property was also inspected in October by Alvin Bontrager from Fairbanks. The ultimate stated intent of the owners is to rebuild the structure as a copy of the original and then live there. A motion was made by Stockman at the October 17<sup>th</sup>

BOT meeting that a SHPO Historic Architect should inspect the site next. After their findings are available, a date for a Public Hearing should then be established.

As a follow-up to the October 17<sup>th</sup> meeting, Susan Matrise has approached the SHPO organization requesting to schedule a Historical Architect visit. As of November 14<sup>th</sup> she has not gotten a response. However, it was learned that a Mr. Steinmetz was to be in Amana area doing SHPO inspections on November 18<sup>th</sup>, so Susan is attempting to add their property to his visit here. The Board then discussed whether it would be pertinent to set up a Public Hearing on this subject. Hoehnle made a motion that a Public Hearing regarding the potential demolition of the property be set up for Monday, December 12<sup>th</sup>. Second by Magee. Motion passed unanimously with abstain by Parcell. It should be noted that both Susan Matrise and Joe Parcell were present at the meeting to answer questions. Also, the Administrator has supplied Susan with an alternate Historical Architect (Sequel Architects) as a potential alternative.

VI. Other Business.

- a. Discussion/Action: Administrator made the Board aware that the Board of Adjustment is down to three members from the expected five. They are currently Elly Hoehnle, Lanny Haldy and Chair-Stephanie Herr. It is a five-year term of office. The Board told the Administrator to run a notice for members needed in the ASB, website and Facebook. It should be noted that Administrator already had a dialogue with Stephanie on this subject back in August, who indicated they would look.
- b. Discussion/Action: Administrator made the Board aware that Alex Momany has volunteered to extend his position on the Historic Preservation Commission for another term. These are five-year terms, with a maximum of two consecutive terms.
- c. Discussion/Action: The subject of potential short-term rentals of residential properties (using the Airbnb and VRBO type systems) was first discussed at the October HPC meeting. It was confirmed that the ACLUD ordinances do not currently have definitions or guidelines regarding the short-term rental of residential property. Currently available rental definitions are: Bed and Breakfast, Boarding House, Hotel/Motel and Rooming House. Betsy Momany had done some initial research in October, looking into how Iowa City handled it. After discussion, the Board noted that Galena, IL, being a similar historic locale, might provide examples in their city code that could serve as a guideline for ACLUD. The Administrator was asked to talk to HPC and see if they will take on the task of researching and developing a draft ordinance.
- d. Discussion/Action: It was discussed that a second Public Hearing would need to be established regarding the Chickens, Ducks, Geese Ordinance before it could be enacted. Hoehnle made a motion that a Public Hearing be established on December 12, 2022. Second by L. Trumpold. Motion carried unanimously. It was noted to the Administrator that the verbiage of the new ordinance needs to be included as part of the public notification.

- VII. Review/Approve November Disbursements Report. Motion to approve by Hoehnle, second by L. Trumpold. Motion carried unanimously.
- VIII. Review/Approve October Treasurer's Report. Motion to approve by Hoehnle, second by L. Trumpold. Motion carried unanimously.
- IX. President's Report. No report issued.
- X. Administrator's Report. 1) Administrator provided data regarding application activity in October. 2) October Hotel/Motel Taxes Pledged Document attached. 3) Administrator requested that potential professional services from Elly Hoehnle for assistance at the ACLUD office be extended for another six-month period (November 2022 through April 2023). Moses de los Santos made a motion that timeframe be extended at current arrangement (five hours a month at \$30/hr). Second by B. Trumpold. Motion carried unanimously other than an abstain by Peter Hoehnle.
- XI. Adjourn. There was a motion to adjourn the meeting by Stockman, second by de los Santos. Motion carried unanimously. The meeting was adjourned at 9:15 p.m.

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Joe Parcell, ACLUD BOT President

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Richard Budde, Administrator and Clerk

The Amana Colonies Land Use District Board of Trustees was established and its members duly elected in accordance with the provisions of Chapter 303, Code of Iowa, subsections 303.41 through 303.68. All activities of the Board of Trustees in exercising its corporate authority including the election of officers, meetings and public hearings, expenditure of funds, appointment of Boards and employees are public records, and are in accordance with the provisions of Chapter 303, Code of Iowa.

All Amana Colonies Land Use District Board of Trustees meetings are open to the public and the public is encouraged to attend the meetings.