

Planning & Zoning Meeting Minutes
10/16/2025
Butler County Courthouse

Present

Planning and Zoning Commission members:

Deb McWhirter

Jane Close

John Backer

Roger Kregel

Rosemary Willson

Absent

None

Others Present:

Misty Kofron, Zoning Administrator

Eva Mooty-DePriest, Parkersburg

Prentice Karsjens, Parkersburg

Deb McWhirter called the meeting to order.

A motion was made to approve the agenda as presented by Jane Close and was seconded by John Backer. Motion passed.

A motion was made to approve the minutes from the previous meeting dated 8/20/2025 by Roger Kregel and was seconded by Rosemary Willson. Motion passed.

Moved to item 4 on the agenda

Public Hearing:

Chair McWhirter opened the public hearing on DePriest-Figi Addition located in the W¹/₂ NW¹/₄ of Section 21, Township 90 North, Range 16 West of the 5th P.M.

Administrator Kofron presented her staff report and stated that Eva owns the existing acreage site with her brother, Wayne Mooty. Wayne lives in the existing house and Eva is wanting to split off an acre and a half to build her own house, and because they are creating a 3rd parcel in a ¹/₄ ¹/₄ section it triggered the minor subdivision plat requirements.

Eva was present on behalf of the minor plat and explained that her and her boyfriend would like to build a home to retire in. Eva is proposing a single floor, no upstairs and no downstairs, with space for her disabled daughter. Eva said they are leaning towards a barndominium but they wanted to get everything approved first before they finalize their plans.

Jane asked who owns the land around the parcel and it was determined that it was owned by Dale Nieman. Jane said she found it interesting that they are in the middle of all that farmland owned by Nieman. Eva said it just worked out that way, he wanted the land and they wanted to live in the country.

Rosemary asked if the driveway was already established. Administrator Kofron stated that there is an access easement on the plat so the original driveway will stay with the existing acreage but she will have the access easement for this parcel.

Administrator Kofron also reported that the CSR for this parcel is 41 so it meets the buildable lot criteria. Administrator Kofron also stated that part of this parcel is in the floodplain and Eva said that most of it had been taken out of the floodplain when it was surveyed and split the first time.

Chair McWhirter asked if there were any questions or concerns.

Prentice Karsjens stated he was there just to make sure it wasn't a hog confinement being built there. He also mentioned that the acreage was his grandparents at one time and was mostly curious on what they were planning to do.

Kofron said she had a few other calls about the hearing from people wondering if it was a major building subdivision.

Motion was made to close the public hearing by Rosemary and seconded by Jane. Motion passed.

A motion was made to approve the minor plat by Roger and was seconded by John. Motion passed.

Kofron explained to the applicant that the plat has to go to the Supervisors for final approval by resolution on Tuesday, but she doesn't see any issues with that. After that approval is done, they will need to make sure to get a building permit before they start building.

Old Business:

Administrator Kofron wanted to follow up with the Commission on the Kramer noise nuisance issue and recapped the discussion the Commission had with the Kramers at its previous meeting for those who were not present. Administrator Kofron stated that she followed up with the Sheriff who did check whether Nick Johnson needed any sort of federal firearms license and the Sheriff responded with an email that upon checking, no licenses were needed for the activity that Nick Johnson is conducting and that he is not doing anything illegal from his standpoint. Administrator Kofron also reached out to the County Attorney to further investigate the commercial business aspect and how that applied to this situation. At the time of this meeting, Administrator Kofron had not received any response back.

Administrator Kofron presented a draft letter to the Commission that she would send to the Johnsons, outlining sections of the Ordinance that could potentially require the Johnsons to get a special exception permit since the activity he was conducting was so unique in nature. She also outlined how it is the Commission's role to determine what district a use fits in or whether a special exception permit is needed if the ordinance is silent on a particular use that comes up. The Commission reviewed the letter. Discussion was had regarding whether the County Attorney had reviewed it and it was determined that Administrator Kofron had not yet sent it to him to review but would do so before sending it out. Discussion was had on whether the letter was a little too punitive to start with and wondered if they should invite the Johnsons to a meeting to discuss the situation. Administrator Kofron agreed that that would be a good approach and will revise her letter to ask that he come and talk to the Commission.

Jane asked if Administrator Kofron would be working on a nuisance ordinance for this type of situation in the future. Administrator Kofron stated that it would be a good idea to explore but also worries about the extra duties that it would place on her office to enforce such an ordinance. Administrator Kofron will look into this more.

The next meeting date was tentatively set for Thursday the 13th of November

New Business

Upcoming Communication Tower:

Administrator Kofron stated she hasn't been given a location yet, but from the conversations she's had with the project manager, it does sound like it is a for sure project. Misty thinks it will be down in the Aplington area and in reviewing the communication tower ordinance, they would have to come to the Commission and Supervisors for preapproval, then get a special exception permit from the Board of Adjustment.

Administrator Kofron reported that there is a 3-parcel subdivision south of Clarksville that is in the works. They still need to have it surveyed, but it sounds like the person who bought it wants to build a house for himself closest to the golf course and then sell 2 buildable lots. Even though that is a higher CSR area it was designated for housing in the new comp plan. The new owner has already talked to the DOT about access and is doing his due diligence for this project. It will be a few more months before we see this come through.

A motion to adjourn was made by Jane and was seconded by Roger. Motion passed.

Misty Kofron, Planning and Zoning Administrator

A handwritten signature in blue ink that reads "Misty Kofron".