

CITY BOARD OF ADJUSTMENT

MINUTES: July 1, 2015

Name	Title	01/07/15	02/04/15	03/04/15	04/01/15	05/06/15	06/03/15	07/01/15	08/05/15	09/02/15	10/07/15	11/04/15	12/02/15
Jeff Bollman	Chairman	1	1	1	1	1	1						
James Olson	Board member	1	E	1	1	1	1						
Paul Hagen	Board member	1	1	E	1	E	1						
Frank Chesarek	Board member	1	1	1	1	1	1						
Matthew McDonnell	Vice Chairman	1	E	1	1	1	1						
Martin Connell	Board member	1	1	1	1	1	1						
Mark Noennig	Board member	1	1	1	1	1	1						

TOTAL NUMBER OF APPLICATIONS 2015	01/07/15	02/04/15	03/04/15	04/01/15	05/06/15	06/03/15	07/01/15	08/05/15	09/02/15	10/07/15	11/04/15	12/02/15	TOTAL
Variance	1	1	2	4	2	2							10

Chairman Bollman called the meeting to order at 6:00 p.m. The City Board of Adjustment met in the first floor conference room of the Miller Building located at 2825 3rd Avenue North.

Chairman Bollman asked Zoning Coordinator Nicole Cromwell to introduce the City Board of Adjustment members and Planning Department staff. Attending Staff members are Wyeth Friday, Planning Division Manager; Nicole Cromwell, Zoning Coordinator, and Tamara Deines, Planning Clerk.

Attending: Ken Kunkel, Sandy Kunkel, Lucinda Battenschlag, Crystal Hopper

Public Comment

Chairman Bollman opened the public comment period and asked if there was anyone wishing to speak during the public comment portion of the meeting. There was none. Chairman Bollman closed the public comment period.

Approval of the June 3, 2015 Meeting Minutes

Chairman Bollman called for approval of the June 3, 2015 minutes.

Board member Connell made a motion and Board member Hagen seconded to approve the June 3, 2015 meeting minutes as submitted.

The motion carried with a unanimous voice vote, 6-0.

Disclosure of Conflict of Interest

Chairman Bollman asked for disclosures of conflict of interest.

Board member	Yes	No	Not Present
Jeff Bollman		1	
James Olson		1	
Paul Hagen		1	
Frank Chesarek		1	
Matthew McDonnell		1	
Martin Connell		1	
Mark Noennig		1	

Disclosure of Outside Communication

Nicole Cromwell explained there are times applicants communicate directly with Board members and this should be communicated to the Board members in a public forum.

Board member	Yes	No	Site visit?	Not Present
Jeff Bollman		1		
James Olson		1		
Paul Hagen		1		
Frank Chesarek		1	Yes	
Matthew McDonnell		1		
Martin Connell		1	Yes	
Mark Noennig		1	Yes	

Public Hearings

Chairman Bollman asked Ms. Cromwell to review the procedure, she stated the Board will open a public hearing and allow public comment this evening. Ms. Cromwell reviewed the hearing process and presentation process for the meeting for reviewing and acting on each variance. She stated four votes in favor of the Board of Adjustment are required to pass a variance. This evening there are ** Board members attending. A simple majority will approve requests.

Zoning Coordinator Nicole Cromwell reviewed the application for Variance request #1216 and presented the Board with the staff report for this request.

Item #1 City Variance #1218 – 2252 George Street – Lot Coverage - A variance from 27-308 requiring a maximum lot coverage of 30% to allow a maximum lot coverage of 39% for the construction of a new 864 square foot detached garage in a Residential 7,000 (R-70) zoning district on Lot 4, Valley View Acres Subdivision, a 7,922 square foot parcel of land. Tax ID: C09350.

RECOMMENDATION

The Planning Division is recommending conditional approval with the following conditions:

Staff is recommending the following conditions for the increased maximum lot coverage variance request:

1. The variance is to increase the maximum lot coverage from 30% to 39%. No other variance is intended or implied with this approval.
2. The variance is limited to Lot 4, Valley View Acres Subdivision generally located at 2252 George Street.
3. Construction of the detached garage will be in substantial conformance with the submitted site plan and shall meet all other required City regulations, with the exception of this variance for lot coverage.
4. The applicant will receive a building permit approval within 6 months of the Board of Adjustment approval of the variance. Construction of the garage will be completed within 18 months of Board of Adjustment approval.
5. Construction activity is not to start before 7 am and will end by 8 pm daily.
6. Failure to begin or complete actions required by this approval within the time limits set forth shall void this variance.
7. These conditions of variance approval shall run with the land described in this authorization and shall apply to all current and subsequent owners, operators, managers, lease holders, heirs and assigns.

Discussion

Chairman Bollman asked the members of the Board for questions and discussion. .

Public Hearing

Chairman Bollman opened the public hearing and asked if there was anyone wishing to speak in favor or against City Variance #1218. There was none. Chairman Bollman closed the public hearing, and called for a motion.

Motion

Board member Olson made a motion and Board member McDonnell seconded the motion to conditionally approve City Variance #1216 with the conditions and Findings of Fact presented by Staff.

Discussion

Chairman Bollman called for discussion on the motion. There was none.

Board member	Yes	No	Abstain	Not Present
Jeff Bollman	1			
James Olson	1			
Paul Hagen	1			
Frank Chesarek	1			
Matthew McDonnell	1			
Martin Connell	1			
Mark Noennig	1			

The motion passed 6-0. City Variance #1218 is conditionally approved.

Other Business/Announcements:

- The next City Board of Adjustment meeting will be held on **Wednesday August 5, 2015.**

Adjournment: 7:00 p.m.

ATTEST: DRAFT. To be Approved by a motion on July 1, 2015

Jeff Bollman, Chairman

Tamara L. Deines, Planning Clerk