Minutes of Meeting
Zoning Board of Adjustment
Regular Meeting

January 4, 2023

ROLL CALL:	Board members present:	Billingsley, Birkenholz, Hanson, Otto, Rossow
	Board members absent:	
STAFF PRESENT:		Brian Dunkelberger, City Planner Craig Armstrong, Development Specialist

A quorum being present, Chair Rossow called the meeting to order at 4:31 PM

Minutes

The Board reviewed the minutes of the previous meeting from December 14, 2022. **Motion** by Birkenholz, **seconded** by Otto to approve the minutes as written. **Voice vote**: approved, 5-0.

Public Hearing

A. V23-1: Variance to allow enlargement of non-conformity (630 sq. ft. accessory building; lot coverage exceeding 30%) at 1101 W. 4th St. S. in a C-N: Neighborhood Commercial zoning district. Jerry Nelson, applicant.

Dunkelberger reviewed the prepared staff report and shared maps and images of the proposed structure.

Jerry Nelson, applicant, described efforts to enhance the property including a new parking lot, a new roof, interior updates, etc. He stated that these projects were pursued to create a more appealing and inviting space for the community to enjoy. Nelson shared how about $75,000 was fundraised out of about $80,000 that was spent. The accessory metal building will serve as extra storage and overhead cover for outdoor events including, but not limited to, grilling, funeral service practice/preparations, etc.

Hearing no additional questions or comments, Chair Rossow called for a motion to close the public hearing. **Motion** by Otto, **seconded** by Birkenholz. **Voice vote:** Approved 5-0.

Otto stated that the substantial improvements were both appealing and functional and appreciated the work. All members agreed that many members of the community have visited or enjoyed an event at the property at some point in time. Birkenholz agreed with the answers provided by the applicant in response to the six variance questions. Billingsley discussed whether or not the Board needed to dissect the answers to determine the appropriateness of the variance. He reviewed the answers and offered his support for the rationale provided. Rossow inquired about staff’s suggested note regarding screening from adjacent residential properties. Dunkelberger answered that this could have been an appropriate condition of approval if said neighbors had concerns, but no feedback was received before or at the meeting.

Motion by Birkenholz to approve V23-1, a variance authorizing an enlargement to the total allowable lot coverage at a non-conforming property – 1101 W. 4th St. S. (American Legion Post 111). **Seconded** by Hanson. **Roll call vote:** Approved 5-0.

Motion by Billingsley to amend the previously approved motion adding that the Board accepts the applicant's provided answers to the six variance questions as the rationale for approving the variance. **Seconded** by Otto. **Roll call vote:** Approved 5-0.

Old Business
None.

New Business

A. Election of Officers.

   Dunkelberger shared that an election of officers is offered at the first meeting of each year. Members could consider retaining the current officers or rotating the positions if deemed necessary or desirable. **Motion** by Birkenholz, **seconded** by Billingsley to retain Bev Rossow as Chair and Noreen Otto as Vice Chair for 2023. **Roll call vote**: approved, 5-0.

Motion by Otto to adjourn the meeting, **seconded** by Billingsley. **Voice Vote**: approved, 5-0. The meeting was adjourned at 4:54 PM.