

Minutes of Meeting Zoning Board of Adjustment Regular Meeting

August 9, 2023

ROLL CALL: Board members present: Birkenholz, Hanson, Otto,
 Board members absent: Billingsley, Rossow

STAFF PRESENT: Brian Dunkelberger, City Planner

A quorum being present, Vice Chair Otto called the meeting to order at 4:30 PM

Minutes

The Board reviewed the minutes of the previous meeting from June 7, 2023. **Motion** by Birkenholz, **seconded** by Hanson to approve the minutes as written. **Voice vote**: approved, 3-0.

Public Hearing

- A. CU23-5: Conditional Use Permit to authorize an accessory structure with a footprint exceeding 1,000 sq. ft. at 522 1st Street South located in an R-2: One- and Two-Family Residential zoning district. Josh Stafford, applicant.

Dunkelberger reviewed the prepared staff report and shared maps and images of the subject property along with the engineer-designed drawings provided by the applicant. Dunkelberger shared that no comments or questions were submitted by neighbors or residents in advance of the meeting.

Josh Stafford, applicant, introduced himself and described how the 3-stall steel garage would be used for vehicle parking and personal storage. Stafford shared that the color of the siding would match the house, and the contractor is ready to begin work pending approval of this application. Otto thanked the applicant for following the appropriate procedures and for working with the city. Birkenholz pointed out how Stafford's property was a large lot, so there was ample space for the large detached structure. Hanson reiterated that no neighbors submitted concerns nor did anyone choose to attend the meeting to voice opposition to the request.

Hearing no additional questions or comments, Vice Chair Otto called for a motion to close the public hearing. **Motion** by Birkenholz, **seconded** by Hanson. **Voice vote**: Approved 3-0.

Otto described how this was a straight forward request, and without neighborhood opposition, the application could be approvable. No further discussion or questions from the Board.

Motion by Birkenholz to approve CU23-5: a conditional use permit application authorizing a 30' x 40' accessory building at 522 1st St. S., **seconded** by Otto. **Roll call vote**: Approved 3-0.

Old Business

None.

New Business

Dunkelberger shared that the Board can expect to receive a copy of the updated by-laws and rules of procedure by the end of the year. Drafting is nearly complete and staff review will occur before anything is sent out for Board review. Discussion about the review timeline ensued.

Motion by Birkenholz to adjourn the meeting, **seconded** by Hanson. **Voice Vote**: approved, 3-0. The meeting was adjourned at 4:44 PM.