

(These minutes are not approved until the next Commission meeting.)

City of West Branch Board of Adjustment Meeting
April 22, 2015
West Branch City Council Chambers, 110 North Poplar Street

Chairman, Craig Walker opened the regular meeting of the Zoning Board of Adjustments at 6:30 p.m. by welcoming the audience which included the following City Staff: Zoning Administrator Paul Stagg. Board members Craig Walker (Chair), Wayne Frauenholtz, Frank Frostestad, Jennie Embree were present. Kami Poppen arrived at 6:48 p.m.

Approve minutes from the January 6, 2015 Zoning Board of Adjustment meeting.

Motion by Frauenholtz, second by Embree to approve with an amendment to remove the last sentence from Item 'Discussion – Potential creation of ZBOA Chapter within City Code' of the January 6, 2015 minutes. AYES: Frauenholtz, Embree, Walker, Frostestad. NAYS: None
Absent: Poppen

Approve minutes from the January 27, 2015 Planning and Zoning Commission Joint Work Session with the Zoning Board of Adjustment meeting.

Motion by Frauenholtz, second by Frostestad. AYES: Frauenholtz, Frostestad, Walker.
Abstain: Embree Absent: Poppen NAYS: None

Walkthrough – Application for Special Exception to City Zoning Regulations.

Stagg presented the new application form that will be used for the Special Exception to City Zoning Regulations and noted that the form is now available on the City's website.

Discussion – Chapter 29 Zoning Board of Adjustment – draft.

Walker went through the proposed changes to Chapter 29 with the commission. Questions were raised and addressed on each item in question.

Review Calendar/Next Steps.

Walker will draft ordinance language for Chapter 29 for Stagg to submit to City attorney Kevin Olson for approval.

Adjourn

Motion by Embree, second by Poppen. Motion carried on a voice vote. Meeting adjourned at 7:20 p.m.