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ZONING BOARD OF ADJUSTMENT MEETING
Thursday, January 31, 2019 • 6:30 p.m.
West Branch City Council Chambers, 110 N. Poplar St.
Council Quorum May Be Present

1. Call to Order
2. Roll Call
3. Approve minutes from the October 23, 2018 Zoning Board of Adjustment meeting./Move to action.
4. Approve _____ as Chairperson of the Zoning Board of Adjustment./Move to action.
5. Approve _____ as Vice Chairperson of the Zoning Board of Adjustment./Move to action.
6. Approve _____ as Secretary of the Zoning Board of Adjustment./Move to action.
7. Adjourn

Board of Adjustment Members: Jennie Embree, Wayne Frauenholtz, Frank Frostestad, Neil Korsmo, Vacant
Zoning Administrator: Terry Goerdts • **Deputy City Clerk:** Leslie Brick • **Mayor:** Roger Laughlin
Council Members: Jordan Ellyson, Colton Miller, Brian Pierce, Jodee Stoolman and Nick Goodweiler
City Administrator/Clerk: Redmond Jones II • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin
Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

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

City of West Branch Zoning Board of Adjustment Meeting

October 23, 2018

West Branch City Council Chambers, 110 North Poplar Street

Chairperson Frank Frostestad opened the Zoning Board of Adjustment meeting at 7:10 p.m. by welcoming the audience which included the following City Staff: Deputy City Clerk Leslie Brick and City Administrator Redmond Jones. Board members Frank Frostestad, Jennie Embree and Neil Korsmo were present. Wayne Frauenholtz was absent.

Approve the minutes from the May 15, 2018 Zoning Board of Adjustment meeting. /Move to action.

Motion by Korsmo, second by Embree to approve the minutes from the May 15, 2018 Zoning Board of Adjustment meeting. AYES: Korsmo, Embree, Frostestad. NAYS: None. Absent: Frauenholtz. Motion carried.

Approve a Special Exception of the City Code Section 165.26 (2E) – allowing a private event center to be constructed in the A-1 District. /Move to action.

Brian Boelk, Axiom Consultants provided background history on the Cedar's Edge Golf Course Club House / Little Lights Event Center project. Boelk explained that the original proposed, combined event center and club house project has now changed due to budget reasons and said that two separate buildings would now be constructed at the golf course. Boelk further explained that Zoning Administrator Terry Goerdt and City Attorney Kevin Olson determined that a special exception would be required from the Zoning Board of Adjustment in order to construct the event center in the A-1 District as an event center did not meet the permitted use for this district.

Boelk further explained that Cedar's Edge Golf Course is currently in the process of rezoning a portion of the golf course to R-1 and R-2 which will include twenty five (25) residential lots. The nine thousand five hundred (9500) square foot event center will be accessed by a newly constructed street originating from Johnson-Cedar Road (named Ember Lane) which would lead to the event center and a new clubhouse. The two buildings will share a parking lot and the existing storm water detention basin would be relocated further east of its current location.

Board member Embree stated that the idea of an event center is a popular subject on Facebook, however she expressed several concerns with an event center in the middle of a residential neighborhood. Embree listed her concerns which included; traffic noise to and from the venue for neighboring residents, parking lot lighting, adequate parking needed for the size of the facility, potential landscape screening from residential properties, hours of operation, amplified sound issues, signage, and screening for trash dumpsters and the safety of Cedar-Johnson Road.

Boelk, and owner Erin Morrison-Vincent addressed each area of concern. Boelk replied that outdoor lighting, parking lot size, and dumpster screening would all be constructed and screened per current City Code, and also expressed his concern with Cedar-Johnson Road. City Administrator Jones acknowledged that the road is an issue for the City but is not currently in the Capital Improvements Plan due to budget constraints. Morrison-Vincent continued and explained that the facility would close at midnight for all weddings, with music ending at eleven p.m. She said amplified music would be allowed outdoors but was intended to amplify north/northwest as to not to disturb the surrounding neighbors. She also confirmed that

Little Lights staff would be present at all events to close the facility to ensure proper closing times. Frostestad and Korsmo expressed no additional concerns other than stated. Upon further discussion and consideration the Board agreed to vote on the Special Exception.

Motion by Korsmo, second by Frostestad to approve the Special Exception as written. Embree requested to amend the motion to entail the following conditions:

- 1.) The facility must close at midnight unless a Special Permit is obtained and approved by the City Council.
- 2.) Outdoor amplified sound must end at midnight unless a Special Permit is obtained and approved by the City Council.

Korsmo made the motion to accept the amendment to include the above stated conditions, second by Frostestad. AYES: Korsmo, Frostestad, Embree. NAYS: None. Absent: Frauenholtz. Motion carried.

Adjourn

Motion by Korsmo, second by Embree to adjourn the Zoning Board of Adjustment meeting at 8:05 p.m. Motion carried on a voice vote.

Submitted by:
Leslie Brick
Deputy City Clerk