

CITY OF OSKALOOSA
BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES
May 22, 2018

A regularly-scheduled meeting of the Board of Adjustment for the City of Oskaloosa was called to order at 5:03 pm on Tuesday, May 22, 2018 by Chairperson Perry Murry at the City Hall Council Chamber 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Perry Murry, Wyndell Campbell, Scott Moore and Cody Landgrebe.
CITY STAFF PRESENT: Mike Flahive, Andrew Jensen and Becky Gatton.
OTHERS PRESENT: None

Minutes from the April 24, 2018 Board of Adjustment meeting.

It was moved by Campbell, second by Moore to approve the April 24, 2018 Board of Adjustment Commission minutes. Motion carried unanimously.

Citizens to be heard

None.

Consider a request for a variance to waive the public sidewalk installation requirement for International Ingredients located at 2387 Hwy 23.

Murry opened the public hearing on the variance and asked if there was anyone present to speak on behalf of the request. With no citizens present, Murry proceeded with the public hearing.

Campbell stated that there was no connectivity advantages to installing a sidewalk in this location and that International Ingredients have agreed to all other site plan requirements for the rebuilding of their facility. Campbell asked staff if city council had the authority to waive the sidewalk requirements for this location. Jensen stated that city council could not waive the sidewalk requirements and that it was up to the Board of Adjustment to make that decision.

Moore asked if the proper notice had been posted on the property prior to the meeting. After determining that proper notice was not posted on the property prior to the meeting, the variance discussion was tabled until the next scheduled Board of Adjustment meeting.

Consider a request for a variance from the minimum lot width requirement of 70' to 65' for the city owned property located at 1214 1st Ave West.

After determining that proper notice was not posted on the property prior to the meeting, the variance discussion was tabled until the next scheduled Board of Adjustment meeting.

Other business: Landgrebe spoke in regards to implementing an attendance policy for all committee members. Campbell informed the Board of Adjustment members of the current attendance policy being used for the Planning and Zoning Commission. Landgrebe asked if the Planning & Zoning Commission attendance policy could be adopted. Jensen informed the board members that an attendance policy could be adopted, but that only the mayor has the authority to enforce such policy. Campbell made the recommendation to redraft the current Planning & Zoning Commission attendance policy with some

minor changes and the correct verbiage so that it can be adopted for the Board of Adjustment. Staff will redraft the attendance policy and prepare for the next scheduled Board of Adjustment meeting to be voted on.

Murry recommended that a vice chairperson be chosen in the event that the chairperson could not be available for future meetings. The board members agreed and will vote on a vice chairperson at the next scheduled Board of Adjustment meeting.

With no further business, Campbell made a motion and seconded by Landgrebe to adjourn the meeting at 5:37 PM.

Minutes by: Mike Flahive