

## **MINUTES**

Meeting called to order at 6:00 pm by Board Member Ann Salter.

### **ROLL CALL**

PRESENT: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

ABSENT:

### **AGENDA ITEMS**

1. Election of Chairperson

Ralph Weber nominated Ann Salter as Chairperson.

Nomination seconded by: Mark Singsank

Voice Call Voting Yea: Derek Bredeson, Tara Rahe, Mark Singsank, Ralph Weber

Voting Nay: Ann Salter

Motion carried.

2. Election of Vice-Chairperson

Mark Singsank nominated Derek Bredeson for Vice Chairperson.

Nomination seconded by: Ralph Weber

Voice Call Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

Voting Nay:

Motion carried.

3. Approve Minutes of the August 17, 2022 Meeting

Chairperson Salter asked for comments or questions and there none.

Motion to approve minutes of the August 17, 2022 meeting made by Ralph Weber, seconded by Tara Rahe.

Voice Call Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

Voting Nay

Motion carried.

4. Receive & File Oath of Office to Mark Singsank

Motion to approve receipt and file Oath of Office to Mark Singsank made by Derek Bredeson, seconded by Ralph Weber.

Voice Call Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

Voting Nay:

Motion carried.

5. Request for a 2' variance to the front yard setback at 704 2nd Avenue SE as required in Section 165.06.21(D)(ii) of the City Code. Variance submitted by Justin & Paige Elledge.

Justin and Paige Elledge – 704 2<sup>nd</sup> Avenue SE – were present and stated there was a misunderstanding when they turned in their building permit for a front deck/porch and after construction were told they are 2' over the setback.

City Administrator Mick Michel stated the 2' variance was not unreasonable. The deck was built before the permit was approved but Michel has not heard any complaints about the structure. Michel stated the deck looks good and has been an improvement to the property. Michel stated he had no problem with the board approving the variance.

There was no one present in opposition.

After no further discussion a motion to approve a 2' variance to the front yard setback at 704 2nd Avenue SE as required in Section 165.06.21(D)(ii) of the City Code made by Mark Singsank, seconded by Tara Rahe.

Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

Voting Nay: Motion carried.

6. Conditional Use Permit for a garage at 2027 Castle Hill Drive SE as required in section 165.09.12 of the City Code. Request submitted by Jeremy & Amy Ries.

Jeremy and Angie Ries – 2027 Castle Hill Drive SE – were present and stated they were asking for approval to build a backyard building. The proposed building exceeds the maximum threshold set by the city code but does meet zoning requirements.

City Administrator Mick Michel stated a conditional use permit would need to be granted for the building. Ries's lot is zoned A-2 which makes it a larger lot. Michel stated there are covenants set forth by the developer and the developer has given his approval for the building. The code sets 720 square feet as the maximum for a building in a residential area, but due to the larger lot size this is a reasonable request. The code will allow the building through the Board of Adjustment process.

Tom Hageman – 2131 Castle Hill Drive SE- was present and stated he is the developer and governs the covenants. Accessory buildings are addressed in the covenant, and it allows for them. Plans and specifications were provided to him and after his review, he feels the size and placement of the building will blend in with the look of the subdivision. Hageman stated they have his support in constructing the building.

There was no one present in opposition.

After no further discussion, a motion to approve a Conditional Use Permit for a garage at 2027 Castle Hill Drive SE as required in section 165.09.12 of the City Code was made by Tara Rahe, seconded by Mark Singsank.

Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber

Voting Nay:

Motion carried.

## ADJOURNMENT

Meeting adjourned at 6:09 pm on a motion by Derek Bredeson, seconded by Ralph Weber.  
Voice Call Voting Yea: Derek Bredeson, Tara Rahe, Ann Salter, Mark Singsank, Ralph Weber  
Voting Nay:  
Motion carried.

A handwritten signature in cursive script that reads "Lori A. Panton".

Lori A. Panton, recording Secretary