



MINUTES

**WINDSOR HEIGHTS
BOARD OF ADJUSTMENT**

January 31 2018

**Council
Chambers
1133 66th Street**

5:30 p.m.

1. Call to Order/Roll Call

Sara Walker called the meeting to order at 5:30 p.m. Sara Walker, Donna Markley, Chaden Halfhill and Chris Kannapel in attendance and Building and Zoning Official Sheilah Lizer and Communications Coordinator/Deputy Clerk Jessica Vogel. Dave Knau- absent.

2.Approval of the agenda

Markley made a motion to approve the agenda, seconded by Kanapel. Voice vote passed unanimously.

3. Approval of August 1 , 2017, Board of Adjustment Minutes

Motion by Markley and seconded by Kannapel to approve the August minutes. Voice vote passed unanimously.

4. Elect Chair and Vice Chair

Donna Markley motioned to elect Dave Knau as chair. Kanapel seconded. Voice Vote passed unanimously. Donna Markley motioned to elect Sara Walker as vice chair. Kanapel seconded. Voice Vote passed unanimously.

5. Public Hearing on variance (VAR18-01) for Barnes Manor Plat 3

Kanapel motioned to open public hearing and Halfhill seconded. Public hearing started at 5:38 p.m. Peter Cutler spoke on building a duplex on this parcel and his request for 10 foot setback. Markley motioned to close the public hearing and Kanapel seconded. Public hearing closed at 5:44 p.m. Halfhill motioned to approve the 10 foot setback as proposed. Kanapel seconded. Motion passed unanimously on a roll call vote.

6. Public Hearing on amendment to CUP2018-02 6901 Center St

Markley motioned to open public hearing. Kanapel seconded. Public hearing opened 5:50 p.m.

- 2.** Shawn Chew and Keith Leslie spoke on the CUP and adding a used car lot. Kanapel motioned to close the public hearing and Markley seconded. Public hearing closed at 6:05p.m. Kanapel motioned to approve the CUP subject to the conditions from staff and applicant conditions. Applicant conditions: A limited number of vehicles on our lot, No non-running, wrecked or damaged vehicles, No public service work such as oil changes or mechanical work, Neat and orderly

appearance at all times. Staff conditions: Applicant must possess all applicable State and Federal licenses and be on file at City Hall, no other business can be run from this parcel, Conditional or otherwise, cement must be replaced on parcel to the satisfaction of the City Engineer before operation may begin, no audio/video equipment used outside of the building, Any fencing will need approval of the BOA including banner/ pennant flags, any violation noted by the city will cause the business to cease until the BOA has reviewed and any signage must comply with new regulations being enacted currently. All cars including customer, owner and for sale will be located entirely on the lot. All facility lighting must be projected entirely on the lot and hooded. Markley seconded. Motioned passed unanimously on a roll call vote.

7. Adjourn

Markley moved to adjourn at 6:10 pm; seconded by Halfhill. Voice vote passed unanimously.

Dave Knau, Chair

ATTEST:
