City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Gerald L. Clausen, City Manager

DATE: May 4, 2016

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **May 2, 2016**
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) –
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Historical Preservation Commission (no regular meeting dates) – **April 21, 2016**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

BOARD OF ADJUSTMENT

MINUTES OF MAY 2, 2016

The Board of Adjustment met in regular session on this date at 5:15 PM in the Lobby of the Farner Government Building. Members present: Marion Burns, Aaron Juergens, Ruth Nellesen, Mark O'Leary, Donna Pudenz, Nick Topf and John Wessling. Absent: none. Also present: David Bruner, City Attorney, Greg Schreck, Building/Fire Safety Official and Perry Johnson, Building Official.

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MOTION by Burns, second by Juergens, to approve the minutes of the January 4, 2016 meeting as mailed. All present voted aye. Absent: none. Motion carried.

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Case 05-16-01 a request from Wyatt Haukap for a special use permit to install a solar array in the northwest corner of his lot to power his home at 24595 215th St, legally described as Lot 2 of the SW1/4 NE1/4 of Section 33, Township 84 North, Range 34 West of the 5th P.M., Carroll County, Iowa was presented for consideration. All adjacent property owners were provided written notice via USPS. Wyatt Haukap appeared to support the request. No persons appeared to oppose the request. MOTION by Burns, second by Juergens, to grant the request for a special use permit as presented. All present voted aye. Absent: none. Motion carried.

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MOTION by Topf, second by Burns, to adjourn at 5:23 PM. All present voted aye. Absent: none. Motion carried.

Mark O'Leary, Chairperson

Greg Schreck, Building/Fire Safety Official

DRAFT

Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, April 21, 2016

Venue: City Hall, Mayor's room
The meeting opened at 4:00 pm. The meeting was called to order by Chairperson, Barbara Hackfort. Members in attendance: Barbara Hackfort, Vicki Gach, Joni Rutten, Phil Phillips and Mary Baumhover; absent: John DeBolt, and Carolyn Siemann.

The agenda was approved by consensus. The minutes of the October 16, 2015, meeting were unanimously approved as emailed on motion by Joni Rutten, seconded by Phil Phillips. The January meeting had been waived by Chairperson, Barbara Hackfort.

Agenda:

1. **Approval of Minutes from October 16, 2015 Meeting**
2. **Disbursement of Remaining 2015-2016 Calendars**
3. **HPC 2016 Training**
4. **Progress on 2015-2018 Project**
5. **Related Business Accounts**
6. **Adjournment. Next Meeting: July 21, 2016**

President Barbara reported that less than 50 calendars are left which will be available at the Museum this year, along with the remaining Post Cards. Some calendars will be available at the Chamber of Commerce to be given out to visitors. The remainder of the calendars will be given to local schools and placed in the Carroll Library at no cost.

Barbara reported on the Historic Preservation Commission training opportunities available, in particular a conference that members are urged to attend on September 15-17, 2016 in Davenport. Barbara and Vicki Gach may be able to attend.

Discussion on the 2015-2018 project of creating and installing historical information plaques on downtown business buildings.was led by Barbara. Plaques have been installed by the city maintenance department on both sides of downtown Adams Street between 5th Street and Hwy 30. Only the Penny's building plaque and one other in that area remain to be installed. Plaques at the Daily Times Herald and the Carroll County Museum will be installed as soon as they are ready.

Under related business accounts, discussion was held re the 50 year anniversary of the current courthouse and a request for downtown pictures for a planned historical anniversary. No action was taken.

Meeting was adjourned on motion by Vicki Gach. The next meeting will be held on July 21, 2016.

Respectfully submitted,
Secretary,
Mary Baumhover

Note: These minutes have not been officially approved