City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MPW

DATE: December 7, 2016

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **December 5, 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) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

BOARD OF ADJUSTMENT

MINUTES OF DECEMBER 5, 2016

The Board of Adjustment met in regular session on this date at 5:15 PM in the Farner Government Building, City Council Chambers. Members present: Aaron Juergens, Mark O'Leary, Nick Topf and John Wessling. Absent: Marion Burns, Ruth Nellesen and Donna Pudenz. Also present: David Bruner, City Attorney, Mike Pogge-Weaver, City Manager and Greg Schreck, Building/Fire Safety Official.

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MOTION by Topf, second by Juergens, to approve the minutes of the August 1, 2016 meeting as mailed. All present voted aye. Absent: Burns, Nellesen and Pudenz. Motion carried.

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Case 11-16-01, a request for a special use permit, home occupation, from Jason W. and Aubrey Kemerling, 526 Lakewood Drive, legally described as Lot 8, Block 1, Collison's First Addition to the City of Carroll, Carroll County, Iowa, was presented for consideration by the Board. All adjacent property owners were provided written notice via USPS. No persons appeared to support the request. No persons appeared to oppose the request. MOTION by Topf, second by Juergens, to table this request until the January meeting due to the applicants not being present to answer the Board's questions relating to the home occupation request. All present voted aye. Absent: Burns, Nellesen and Pudenz. Motion carried.

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MOTION by Juergens, second by Wessling, to adjourn at 5:22 PM. All present voted aye. Absent: Burns, Nellesen and Pudenz. Motion carried.

DRAFT

Mark O'Leary, Chairperson

Greg Schreck, Building/Fire Safety Official