

BOONE COUNTY ZONING COMMISSION MINUTES
MONDAY APRIL 29, 2024
5:30 P.M. – BOONE COUNTY COURTHOUSE

I. OPEN MEETING AND ROLL CALL

Eileen Westrum	Wayde Burkhart	Eric Crosman
Kay Rice	Nathan Cottingham	Jan Danilson
Adam Ostert	Mark Hansen	Julie Hinman

Meeting was called to Order at 5:31 p.m. by Vice Chairman Wayde Burkhart

Present: Eileen Westrum, Kay Rice, Wayde Burkhart, Nathan Cottingham, and Jan Danilson

Absent: Adam Ostert, Eric Crosman, Mark Hansen and Julie Hinman

Others Present: Kevin Robinson

II. APPROVAL OF MINUTES

A. March 25, 2024 minutes

Kay Rice moved to approve the minutes as written

Seconded by Eileen Westrum

Jan Danilson—yes
Nathan Cottingham—yes
Kay Rice—yes
Wayde Burkhart—yes
Eileen Westrum—yes

Motion Carried

III. APPROVAL OF AGENDA

Eileen Westrum moved to approve the agenda

Seconded by Kay Rice

Jan Danilson—yes
Nathan Cottingham—yes
Kay Rice—yes
Wayde Burkhart—yes
Eileen Westrum—yes

Motion Carried

IV. DISCLOSE CONFLICT OF INTEREST AND EX-PARTE COMMUNICATION

A. None

V. CITIZENS COMMENTS ON ITEMS NOT ON THE AGENDA (ADDITIONS TO AGENDA)

A. None

VI. OPEN PUBLIC HEARING(S) AND CONSIDERATION OF APPLICATION(S)

A. Conditional Use Permit # 2024-CON-004 submitted by Kevin Robinson. Mr. Robinson is requesting a Conditional Use permit for a Home Based Business to allow a vehicle repair shop to be located at 766 320th St, Woodward, Ia 50276.

Vice Chairman Wayne Burkhardt next asked for comment from the applicant.

Kevin Robinson stated he had a diesel repair shop where he and one other person was employed. Robinson stated he was planning to add an additional technician. He stated the additional employee would be a mobile technician and rarely in the shop.

Next Vice Chairman Wayne Burkhardt asked for comment from Planning Director Mike Salati.

Salati noted the application was for a Conditional Use Permit for a Home Based Business. He stated a vehicle repair shop was allowed as a Home Based Business with certain specifications which are detailed in Section 8 of the Zoning Ordinance.

Vice Chairman Wayne Burkhardt next asked for any public comment of which there was none.

Wayne Burkhardt next asked for any comments from the Zoning Commission members of which there were none.

Public hearing closed by Vice Chairman Wayne Burkhardt at 5:38 p.m.

Kay Rice questioned whether there were any limitations on the number of vehicles which could be parked outside.

Director Mike Salati noted a Home Based Business allowed for two employees outside the family and limited the number of vehicles which could be stored outside.

Salati also noted the County Engineer had seen the request and he had no objections to the Conditional Use Permit.

Kay Rice next asked if there would be signage for the business.

Director Salati noted there was a sign on the shop and that Mr. Robinson was considering a sign off site which would require a variance under our regulations.

Nathan Cottingham noted Robinson didn't have any close neighbors.

Vice Chairman Wayne Burkhardt noted there had been a repair shop in the City of Bouton, but that the gentleman who worked there had retired.

Jan Danilson moved to recommend Board of Adjustment approval of the Conditional Use Permit # 2024-CON-004 submitted by Kevin Robinson.

Seconded by Nathan Cottington

Eileen Westrum—yes
Kay Rice—yes
Nathan Cottington—yes
Jan Danilson—yes
Wayde Burkhart—yes

Motion Carried

VII. UNFINISHED BUSINESS

- A. None

VIII. NEW BUSINESS

- A. Discussion of May meeting date

The next Zoning Commission meeting would be scheduled for May 27, 2024 which is Memorial.

Kay Rice moved to send out a survey to the Zoning Commission members as to what day the May meeting could be held and that a quorum be present.

Seconded by Eileen Westrum

Nathan Cottington—yes
Jan Danilson—yes
Wayde Burkhart—yes
Kay Rice—yes
Eileen Westrum—yes

Motion Carried

IX. REPORT OF ZONING ADMINISTRATOR AND DIRECTOR OF PLANNING

- A. Director's Report (Planning and Development Department)
None

X. ADJOURNMENT

Jan Danilson moved to adjourn

Seconded by Nathan Cottington

Jan Danilson—yes
Nathan Cottington—yes
Wayde Burkhart—yes
Kay Rice—yes
Eileen Westrum—yes

Motion Carried

Respectfully submitted,

Wanda Cox, Secretary