



BOARD OF ADJUSTMENT MEETING MINUTES

THURSDAY APRIL 16, 2026 5:30 P.M.

5:30 P.M. – BOONE COUNTY COURTHOUSE, 4TH FLOOR CONFERENCE ROOM
201 STATE ST, BOONE, IA 50036

I. OPEN MEETING AND ROLL CALL

Nate Cottington
Steve Kieffer
Ruth Berglund
Sam Fisher
Holly Kilstrom

ATTENDANCE Nate Cottington, Sam Fisher, Holly Kilstrom and Steve Kieffer

ABSENT: Ruth Berglund

ALSO, IN ATTENDANCE: Terry Montang

II. APPROVAL OF MINUTES:

A. December 11, 2025

Nate Cottington moved to approve the minutes

Seconded by Steve Kieffer

Voice vote—Unanimous

Motion Carried

III. APPROVAL OF AGENDA

Steve Kieffer moved to approve

Seconded by Nate Cottington

Voice vote—Unanimous

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)

Public Hearing opened at 5:33 p.m. by Chairman Sam Fisher

- A. Application for Conditional Use Permit # 2026-CON-002 submitted by Mia & Terry Montang. The Montangs are requesting a Conditional Use Permit to allow for a private burial site to be located at 750 S Ave, Boone, Ia 50036.

Terry Montang was present to speak in regards to the request.

Public hearing closed by Chairman Sam Fisher at 5:34 p.m.

Chairman Sam Fisher next asked for comments from the board members.

Nate Cottington stated he had no further questions.

Steve Kieffer stated the findings of fact looked good to him.

Chairman Sam Fisher noted he had questioned the number of burial sites in the small plot. Fisher stated everyone would be cremated.

Steve Kieffer moved to approve Application for Conditional Use Permit # 2026-CON-002 submitted by Mia & Terry Montang to allow for a private burial site to be located at 750 S Ave, Boone, Ia 50036 based on findings of facts.

Seconded by Holly Kilstrom

Voice vote—Unanimous

Motion carries

VII. UNFINISHED BUSINESS

- A. None

VIII. NEW BUSINESS

- A. None

IX. DIRECTOR'S REPORT (PLANNING AND DEVELOPMENT DEPARTMENT)

- A. None

X. ADJOURNMENT

Holly Kilstrom moved to adjourn

Seconded by Nate Cottington

Voice vote—Unanimous

Motion Carried

Respectfully submitted

Wanda Cox