

MEETING MINUTES
The City of Polk City
Board of Adjustment
4:30 p.m., Wednesday, December 16, 2015
City Hall

Polk City, Board of Adjustment (BOA) held a meeting at 4:30 p.m., on December 16, 2015. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

Board of Adjustment Members Present:

Anthony Capaldo | Chair
Dixie Bequeaith | BOA Member
Ken Morse | BOA Member
Bill Currie | BOA Member
Deanna Deason | BOA Member

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | City Clerk

Board of Adjustment Members Absent:

Mike Bakken | BOA Member
John Calhoun | BOA Member

1. **Call to Order** | Chair Capaldo called the meeting to order at 4:30 p.m.
2. **Roll Call** / Pro Tem Bequeaith, Morse, Currie, Chair Capaldo, Deason | In attendance
Calhoun, Bakken | Absent

3. **White – 1104 Phillips**

Ben White described his proposal for an addition to his living room on the back of the house. He explained that the growth of his family necessitates the addition to his home and the current layout of his home forces him to add it to the back side of the property.

Ray and Sharon Mikulan of 1108 Phillips were in attendance and spoke in favor of Mr. White's plans.

Bruce Lefkow, of Castle Properties 955 Parker Boulevard was also in attendance and said he had no issues with the variance request.

Notice of the petition was published in the Ankeny register December 4, 2015 and notices to property owners within 250 feet were mailed out on December 7, 2015.

Jenny Gibbons, City Clerk, only received one written comment from Ed Schouten of 1004 Phillips St that endorsed the White's request for a variance and encouraged the Board to approve that request.

City Administrator, Gary Mahannah described the natural buffer behind the White's home between their property and the R3 property known as Parker Townhomes. Mr. Mahannah stated that if the White's property were zoned as R-1A there would only be a 20 foot rear set back requirement and that Staff has no issues with this request.

MOTION: A motion was made by Morse and seconded by Bequeaith to grant variance for a 10 foot encroachment into rear yard setback requirement

MOTION CARRIED UNANIMOUSLY

4. **Adjournment** – 4:40 p.m.

Jenny Gibbons –City Clerk