1. **Call to Order**

McMaster called the meeting to order at 7:04 PM.

2. **Roll Call:**

Members Present: Luke DeSmet, Shannon McMaster and Ernie Petrus,

Members Absent: Eric Johnson, Bill Meyers

Staff Present: Lukas Hill, Zoning Administrator

3. **Approval of Agenda**

Motion by Petrus, support by DeSmet to approve the minutes as written. All in favor, motion carried.

4. **Approval of the Minutes of the December 8, 2022 Regular Meeting.**

Motion by DeSmet, support by Petrus, to approve the minutes as written. All in favor, motion carried.

5. **Public Comments**

There was no public comment

6. **New Business:**

**Bradfield** - Dimensional variance request to construct a dwelling addition less than 20 feet wide as required in Section 390-23, D, of the zoning ordinance at 227 S. Buchanan.

Christina Janetzke, Builder and representative of the owner, explained the application and went over the submitted materials. Janetzke explained that the lot is too narrow to accommodate a home addition that meets the 20’ minimum width requirement. Petrus noted that no viewsheds would be impacted by the proposal. McMaster stated that the lot is basically unbuildable without some type of variance. Hill noted that the even though the lot is small, the proposed lot coverage is still below the 50% maximum. McMaster opened the public hearing. Hill read several letters of support into the record that stated support for
the project, including the owners of 108 W. Tolford, 225 S. Buchanan, and 229 S. Buchanan. DeSmet motioned to close the hearing with support from Petrus. Motion carried unanimously. McMaster read all of the variance criteria per the zoning ordinance and the ZBA discussed the merits of each criteria. DeSmet expressed concern that the matter may be considered a self-created issue as the homeowner stated they needed the variance for their growing family. Hill stated that self-created matters are typically related to physical aspects of the property.

Petrus moved to approve the variance request as presented at 227 S. Buchanan, with support by DeSmet, as it meets the variance review criteria with the following conditions:

a. The applicant will comply with any other local, state, and federal laws.

b. The applicant will comply with all verbal representations.

Motion passed Unanimously

7. Adjourn:

There being no further business, motion by Petrus with support by DeSmet to adjourn the meeting. All in favor, meeting adjourned at 8:10 PM.

Respectfully submitted,

Lukas Hill, AICP
Zoning Administrator