



## **Agenda**

Zoning Board of Adjustment

20 Second Avenue SW, Oelwein

5:30 PM

July 08, 2021  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Warren Fisk

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### **Roll Call**

### **Approve Minutes**

- [1.](#) Consideration of a motion to approve the minutes of the December 1, 2020 meeting

### **Variance Requests**

- [2.](#) Consideration of Zoning Variance Request No. 21Z02 which if approved would authorize residential use of part of the structure in conjunction with any permitted commercial use

### **Old Business**

### **New Business**

### **Adjournment**

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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



# Minutes

Zoning Board of Adjustment  
Oelwein Community Plaza, 25 West Charles, Oelwein  
December 01, 2020 - 5:30 PM

**Roll Call**            **Block, Crawford, Ganske, Garrigus, O'Connell**

**Present**            **Shekleton**

**Also Present**    **Krisite Melchert, Doreen Pfiester**

**Absent**

### Approve Minutes

Consideration of a motion to approve the minutes of the August 27, 2020 meeting

A motion was made by Ganske, seconded by Garrigus. All voted aye.

Motion Carried

### Variance Requests

Consideration of Variance Request No. 20Z05 from Kristie Melchert, 1323 Elm Street for a Home Occupation of a Hair Salon.

Ganske questioned how many customers will you have at a time and what hours will you operate?

Melchert stated there would only be one customer in her home at a time. The hours of operation would roughly be 9:00 AM to 5:00 PM.

O'Connell questioned if there have been any rejections from neighbors.

Shekleton stated there have not been any rejections.

Crawford questioned if Melchert planned on putting up a sign?

Melchert stated there would not be a sign so there would not be any walk-ins. This business would be appointment only.

A Motion was made by Ganske, seconded by Crawford to approve the request. All voted aye.

### Old Business

### New Business

### Adjournment

A motion was made by Ganske, seconded by Garrigus to adjourn. All voted aye.

  
\_\_\_\_\_  
Jay Shekleton, Building Official



Practical Technology Fit for Purpose

Vernon May  
Vernon May Solutions LLC  
110 7<sup>th</sup> Ave SE  
Oelwein, IA 50662

Community Development Department  
City of Oelwein, IA  
20 2nd Ave SW  
Oelwein, IA 50662

To whom it may concern,

14<sup>th</sup> June, 2021

Vernon May Solutions LLC (VMS) is in the process of purchasing the property and buildings at 1709 South Frederick in Oelwein, Iowa. There are three sections to the main building that are already separated. A different use for each section is planned. Furthermore, there is a “commercial” garage near the northeastern corner of the property.

**Residential Section**

The back portion of the main building includes:

- A kitchen
- A living room
- A dining room
- 2 bedrooms
- Full bath

This approximately 1,200 square feet section will be either rented out or used as a company apartment.

**“Lab” Section**

The front section of the building (except for the front reception area) will be used as a training/laboratory area with individual workstations created for each use. This section includes 5 separate work areas and is approximately 1,100 square feet.

**Retail Section**

The northwest corner of the main building is a reception area. It is approximately 600 square feet and will be the retail section of the building. After improvements, the parking lot and garage will also be part of the retail operation.

Per the C2 commercial zoning policy, I request a special exemption. Please, find a check for \$75 enclosed.

Vernon May Solutions LLC  
Phone: 319 238 0285  
E-mail: Vernon@vmaysolutions.com

*Vernon May*

Vernon May,

Chief Technologist

**CITY OF OELWEIN**

**Office of**

**BUILDING AND ZONING INSPECTOR**

**NOTICE TO INTERESTED PROPERTY OWNERS**

**BOARD OF ADJUSTMENT**

Refer to Appeal No. 21Z02

Date June 14, 2021

Dear Property Owner:

An application for an appeal from the City of Oelwein Zoning Ordinance has been filed with the Board of Adjustment by Vernon May. The property is situated in the C2 Commercial Zoning district and is located at 1709 South Frederick. The request, if approved, would authorize residential use of part of the structure in conjunction with any permitted commercial use.

The Zoning Administrator was required, under the provision of the Zoning Ordinance, to deny the request because 207.3 (B) requires a special exception.

However, the Board of Adjustment, under certain conditions and safeguards, may have the authority to grant the request. A public hearing will be held by the Board of Adjustment on July 8, 2021 at 5:30 p.m. in the City Council Chambers, at which time you may submit your views on the matter in person, by writing, or by representative.

If you know of any interested property owner who, for any reason, has not received a copy of this letter, it would be greatly appreciated if you would inform them of the time and place of the hearing.

BOARD OF ADJUSTMENT

BY \_\_\_\_\_  
Jay Shekleton, Secretary

NUMBER 21 Z 02

APPEAL TO BOARD OF ADJUSTMENT  
CITY OF OELWEIN

APPLICANT Vernon May  
ADDRESS 110 7th Ave SE  
LOT DESCRIPTION \_\_\_\_\_  
\_\_\_\_\_  
ZONE C2 Commercial

DATE June 14, 2021  
FILING FEE \$ \$75.00 paid  
X LETTER STATING NATURE OF APPEAL ATTACHED  
6/28/2021-DATE REFERRED TO PLANNING COMMISSION  
\_\_\_\_\_  
ADMINISTRATIVE OFFICER'S REVIEW  
ATTACHED

SHOW LOT DIMENSIONS

See attached

LOCATION AND SIZE  
OF BUILDING

ADJOINING PROPERTY OWNERS NAMES AND ADDRESSES

DATE OF HEARING July 8, 2021

DATE PLAN COMMISSION'S  
RECOMMENDATION RECEIVED  
\_\_\_\_\_  
ATTACHED \_\_\_\_\_

Frazer, Warner L. & Frazer, LaCinda M., 1717 S Frederick, Oelwein, IA 50662

Life Of Iowa Inc, P.O. Box 32, Oelwein, IA 50662-0032

Birdnow, Mark D. & Birdnow, June M., 1440 S. Frederick Ave.

DATE OF PUBLICATION NOTICE  
July 1, 2021

REMARKS:

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# Minutes

Planning and Zoning Commission  
Oelwein Community Plaza, 25 West Charles, Oelwein  
June 28, 2021 - 5:30 PM

**Roll Call**            **Present: DeJong, Gearhart, Boleyn, Tousley**  
                              **Also Present: Shekleton, Vernon May**  
                              **Absent: Keeley, Rueber, Sherrets**

## Approve Minutes

1. Consideration of a motion to approve the minutes of the May 3, 2021 Planning and Zoning Commission  
A motion was made by Boleyn, seconded by Gearhart. All voted Aye.

Motion Carried

## Variance Requests

2. Consideration of Variance Request No. 21Z02 from Vernon May, which if approved would authorize residential use of part of the structure in conjunction with any permitted commercial use.  
  
Gearhart questioned the what the commercial use of the building would be used for out of concern for the safety of the residential area.  
  
May stated everything being utilized with the business wouldn't be anything different then what is already in your household.  
  
Boleyn questioned what kind of work would be performed.  
  
May explained he is working with electric car charging stations which involves the communication between the chargers and the electric vehicle.  
  
Dejong questioned if it would be a rental or owner occupied.  
  
May stated he may move into the building instead of rental.  
  
Shekleton questioned if May would have additional employees.  
  
May stated he could hire up to five additional employees.  
  
A motion was made by Gearhart, seconded by Dejong to recommend approval of the request. All voted aye.

## Old Business

## New Business

## Adjournment

A motion was made by Tousley, seconded by Gearhart to adjourn. All voted aye.

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Jay Shekleton, Building Official