



**City of Oskaloosa
Board of Adjustment
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
April 26, 2016
5:00PM**

1. Call to Order/Roll Call

Chair: Murry _____; Members: Campbell _____; Hansen _____; Hudson _____;
Phillips _____

2. Approval of Minutes

A. Approval of the minutes from the February 23, 2016 meeting

Documents: [BOA MIN FEBRUARY 23 2016.PDF](#)

3. Communications (Oral Or Written Information In Regard To The Meeting)

4. New Business

A. Consider a variance request for the property located at 423 North Park Avenue to allow the building of an addition to an accessory building 3' 6" from the south property line and to allow the addition to project 15 feet in front of the principal building.

Documents: [AGENDA.PDF](#), [VARIANCE APPLICATION.PDF](#), [EXISTING PICTURES.PDF](#), [423 N PARK AVE VARIANCE.PDF](#), [TABLE 17 08C.PDF](#), [CODE 17.24.30.PDF](#), [RESOLUTION-APPROVED.PDF](#), [RESOLUTION-DENIED.PDF](#)

B. Consider a variance request for the property located at 205 South H Street to allow the building of a 24 x 24 detached garage with a 16" separation from another structure.

Documents: [AGENDA.PDF](#), [VARIANCE APPLICATION.PDF](#), [CODE 17.24.30.PDF](#), [EXISTING PICTURES.PDF](#), [205 S H ST VARIANCE.PDF](#), [RESOLUTION-APPROVED.PDF](#), [RESOLUTION-DENIED.PDF](#)

C. Consider a variance request for the property located at 1100 Woodland Rd to allow the building of a 300 square foot addition to an accessory structure 2 ½ feet above the height

requirement.

Documents: [AGENDA.PDF](#), [VARIANCE APPLICATION.PDF](#), [EXISTING PICTURES.PDF](#), [1100 WOODLAND RD VARIANCE.PDF](#), [CODE 17.24.30.PDF](#), [RESOLUTION-APPROVED.PDF](#), [RESOLUTION- DENIED.PDF](#)

5. Miscellaneous Business

A. New Variance Application Form

Documents: [VARIANCE APPLICATION.PDF](#)

6. Adjournment

NOTICE: If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431

CITY OF OSKALOOSA
MINUTES OF THE BOARD OF ADJUSTMENT MEETING
February 23, 2016

The meeting of the Board of Adjustments for the City of Oskaloosa was called to order at 5:04pm on Tuesday, February 23, 2016 by Chairperson Perry Murry at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

BOARD MEMBERS PRESENT: Perry Murry, Wyndell Campbell, James Hansen and Lloyd Phillips; BOARD MEMBERS ABSENT: Tim Hudson; PUBLIC PRESENT: applicant; Blaine Vos, Executive Director of New Hope Community Inc.; OTHERS PRESENT: Deb Draper.

Minutes from the November 24, 2015 Board of Adjustment meeting. Campbell moved and Hansen seconded to approved the minutes of the November 24, 2015 Board of Adjustment meeting as presented.

Minutes from the December 29, 2015 Board of Adjustment meeting. Hansen moved and Campbell seconded to approved the minutes of the December 29, 2015 Board of Adjustment meeting as presented.

1st item on the agenda: Consider a Conditional Use Permit request to construct a high tunnel hoop building to be used as a greenhouse located at 613 South B Street. Mr. Vos spoke in reference to the item to the board members. Hansen asked Mr. Vos to explain the new Hope Community organization. Campbell asked about the garden aspect and where the portion of the greenhouse will be located on the property. Campbell also asked Mr. Vos, will the hoop building be permanent or temporary. Mr. Vos is hoping that the structure will be temporary and when the growing season is finished that the plastic part can be taken off of the building. Campbell asked how many volunteers last summer, Mr. Vos responded with approximately 36 max and 24 week to week. Deb Draper commented on the request and supports the hoop building. She also commented that New Hope is the site for student lunch program during the summer months and the Nest Program. Phillips asked Mr. Vos if electricity will be needed for the hoop building. Mr. Vos responded that a small squirrel fan will be needed. With no further discussion, Hansen made a motion to approve the Conditional Use Permit request to construct a high tunnel hoop building to be used as a greenhouse located at 613 South B Street, Phillips Seconded the motion; Vote: YES: Murry, Campbell, Hansen and Phillips; NO: None; ABSTAIN: None; ABSENT: Hudson.

With no further business, Phillips made a motion and Campbell seconded to adjourn the meeting at 5:17PM.

Minutes by Amie Roberts



Board of Adjustment Commission
Meeting Date: April 26, 2016
Requested By: Building Division

Item Title:

Consider a variance request for the property located at 423 North Park Avenue to allow the building of an addition to an accessory building 3' 6" from the south property line and to allow the addition to project 15 feet in front of the principal building.

Explanation:

Mr. Jason VanZetten has submitted a variance request application to allow the building of an addition to an accessory building 3' 6" from the south property line and to allow the addition to project 15 feet in front of the principle building located at 423 North Park Avenue. The property is zoned Single Family Residential (R-1) District. This is a request for a variance of the Oskaloosa Municipal Code Table 17.08C Summary of Site Development Regulations. In an R-1 district the minimum interior side yard setback is 7 feet and Municipal Code section 17.24.030.b. Front Yards. No accessory building may be located between the front building line of the principal building and the front property line.

STAFF RECOMMENDATION:

Staff recommends that the Board of Adjustment DENY the variance request

ALTERNATIVE ACTIONS:

1. Approve the requested variance.
2. Other actions as determined by the Board of Adjustment

Budget Consideration:

\$100.00 for application fees

Attachments:

Application, Resolution, Location Map, Oskaloosa Municipal Code Table 17.08C and Municipal Code 17.24.030

VARIANCE REVIEW AND DETERMINATION OF HARDSHIP
FOR BOARD OF ADJUSTMENT

\$100

APPLICANT: 423 Jason Van Zetten

ADDRESS: 423 N Park

VARIANCE REQUESTED: ① 3' to the North for property line
② Forward Add to existing shed that the will
protrude past the front plane of home

1) Do special conditions or circumstances exist which are peculiar to this building, lot, or structure which are not applicable to others in the area?

	<u>YES</u>	<u>NO</u>
A) Topography		
1) Ravines/Hills	___	<u>X</u>
2) Rock Outcroppings	___	<u>X</u>
3) Waterways	___	<u>X</u>
4) Soil Type	___	<u>X</u>
5) Shape of Lot (applicable if lot platted before 1973)	___	<u>X</u>
B) Significant Trees or Shrubs	___	<u>X</u>
C) Other (list) _____		

2) Does literal interpretation of the Ordinance deprive applicant of rights commonly enjoyed by other properties in the area?

A) Is requested variance of this type common to others in area? ___ Ⓟ

3) Do special conditions exist which do not result from actions of the applicant?

A) Was applicant the original builder of the structure? ___ X

B) Has the applicant sold parcels of property from original parcel or otherwise Altered the property to create the special condition? ___ X

C) Is an alternate construction site available on lot or property owned? X ___

D) Was a variance granted for original structure? ___ X

4) Would granting of the variance confer special privileges previously denied to others?

A) Is requested variance common to others in the area? X ___

B) Has requested variance been denied to others in the same district? ___ X

5) Any extenuating circumstances or findings must be listed on the back of this form.

NOTICE OF APPEAL
And
APPLICATION FOR VARIATION

TO THE BOARD OF ADJUSTMENT OF THE CITY OF OSKALOOSA, IOWA:

You are hereby notified that the undersigned owner(s) of the following described premises situated in the City of Oskaloosa, Iowa, to-wit:

Legal Description: _____

Street Address: 423 N Park

do(es) hereby appeal from the denial by the Building Inspector of Oskaloosa, Iowa, of his/her application for a building permit filed with said Building Inspector on the ____ day of _____, 20__, under which the undersigned seek(s) permission to:

and do(es) hereby apply for a variation in the regulations applicable to said premises under the Oskaloosa Zoning Ordinance which would permit the issuance of a permit for the purpose above set forth. The variation requested involves the provisions of Section Table 17.08C, Paragraph Section 17.24.030.b., Sub-paragraph _____ of said Ordinance which requires that

Table 17.08C - Summary of Site Development Regulations:
In an R-1 district the minimum interior side yard setback
is 7 feet

17.24.030.b. Front yards: No Accessory building may be
located between the front building line of the Principle
building & the front property line.

In support of said application the undersigned state(s) that either or both of the following grounds for variation exists:

___ The depth, width, shape or topographical condition of the property or other extraordinary or exceptional situation prohibits the use of said property in a manner reasonably similar to that of other property in the district.

(explain) out fence as well see Attached



___ Denial of a permit will work a hardship on the undersigned.

(explain) Historical estate that has established landscaping that restricts location -

WHEREFORE, the undersigned request(s) that the Board fix the date and place for hearing upon this appeal and application for variation and that upon said hearing the decision of the Building Inspector be reversed or revised and that the variation applied for be granted and that the issuance of said building permit be ordered.

Date this 30th day of March, 2016.

General Information

The Board of Adjustment meets on Tuesday, following the 4th Monday of each month. The Board shall provide no less than 4 days and no more than 20 days notice of public hearing on any question before it. Appeals must be filed at least two weeks prior to the public hearing date.

An appeal fee of \$100.00-residential and \$200.00-commercial shall be paid to the City prior to filing the appeal. This fee is non refundable.

Written testimony or evidence (such as affidavit of person knowing material facts) shall be attached to and filed with Notice of Appeal and Application for Variation.



City of Oskaloosa

Engineering/Building Department

BUILDING PERMIT APPLICATION

Wyatt Russell
Building Official
wyatt.russell@oskaloosaiowa.org
City of Oskaloosa, Iowa
Phone 641-673-7472
Fax 641-673-3733

Job Site Address: 423 N Park Ave Date of Application 3-22-16
Owner's Name: Jason Van Zetten Phone Number: (641) 672-9119
Owner's Address: 423 N PARK AVE
Valuation of Work: \$ 6,000.00
Description of Work: Expand Tool shed to East for mowers, motorcycles etc.

Contractor Information:

General Contractor: Name Steven's Concrete Ltd Lic. # C098671
Address: 1912 17th Ave East Phone # 641 673 4255 Exp. Date: 6/2/16
Carpenter: Name Address Phone # Exp. Date
Electrician: Name Address Phone # Exp. Date
Plumber: Name Address Phone # Exp. Date
HVAC: Name Address Phone # Exp. Date

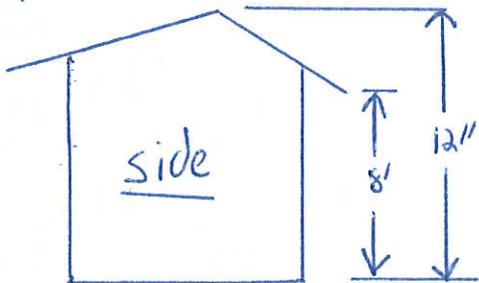
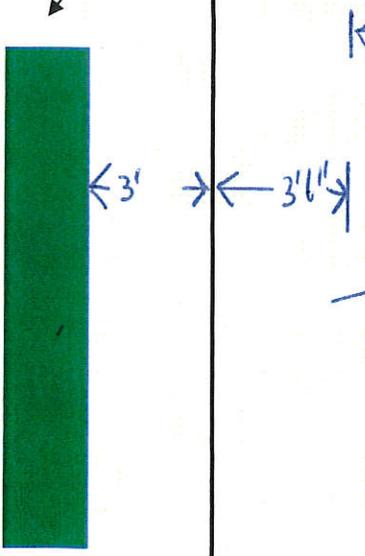
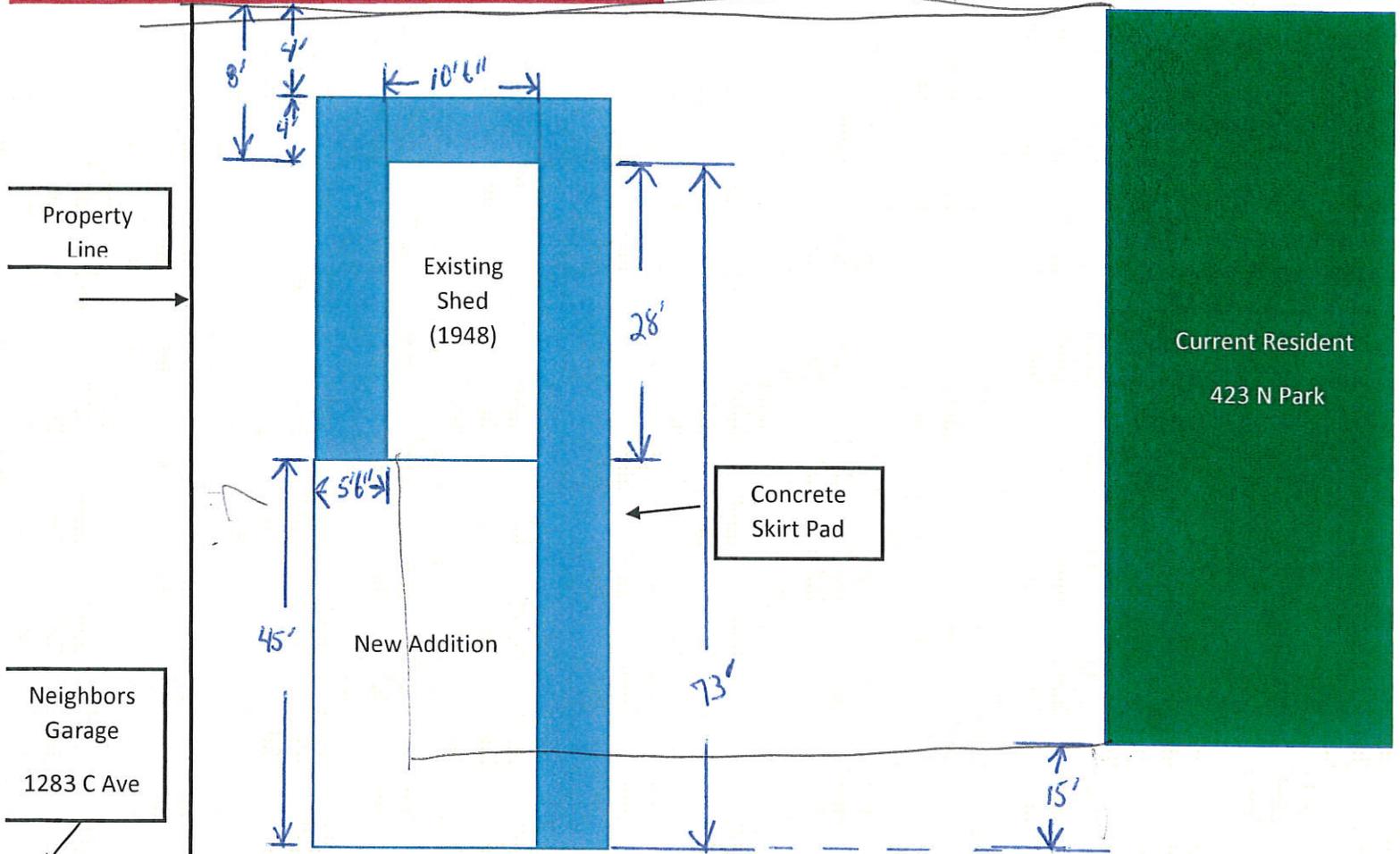
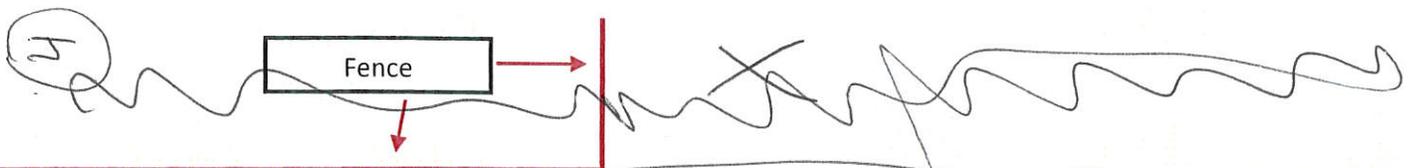
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any State or local law regulating construction or the performance of construction.

Signature of Applicant [Signature] Date: 3-22-16
Print Name: Shawn K Walters (Steven's Concrete Ltd)

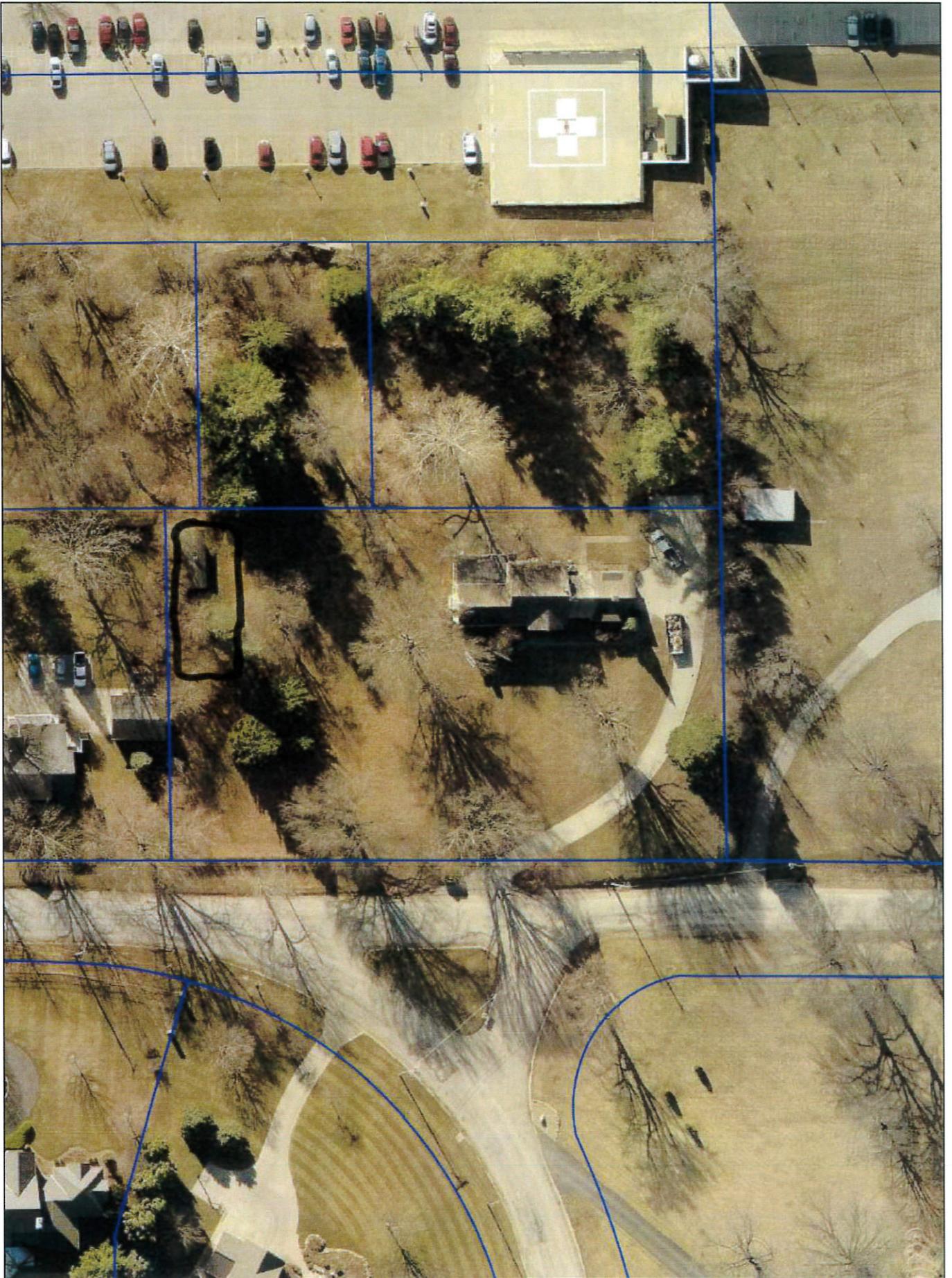
This permit becomes null and void if work is not commenced within 120 days, or if the work is suspended or abandoned for a period of 120 days at any time after work is commenced.

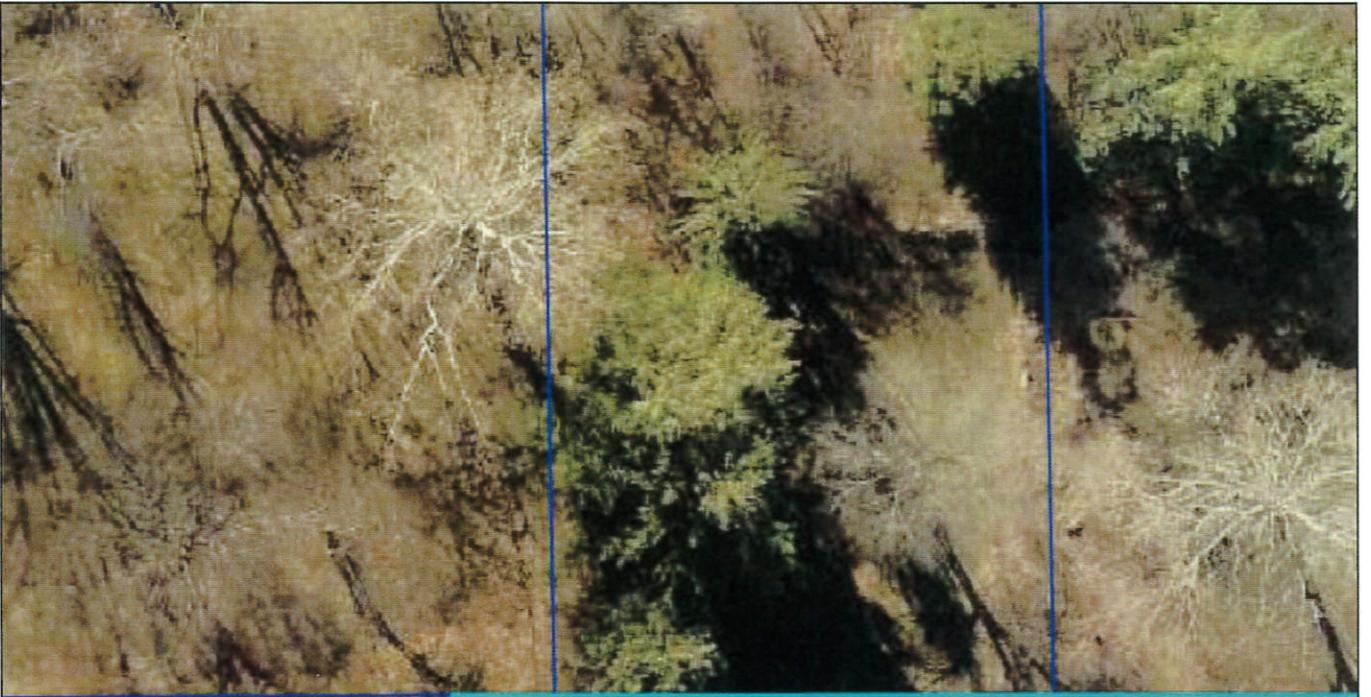
ADMINISTRATION ONLY

Received By: AWB Date: 3/23/2016 Reviewed By: Date:
Plan Review Fee: Permit Fee: Paid - Check #: Date:
Permit Number:
Building Official Date



North Park Ave





Existing Pictures 423 North Park Avenue



Variance Request for 423 North Park Avenue

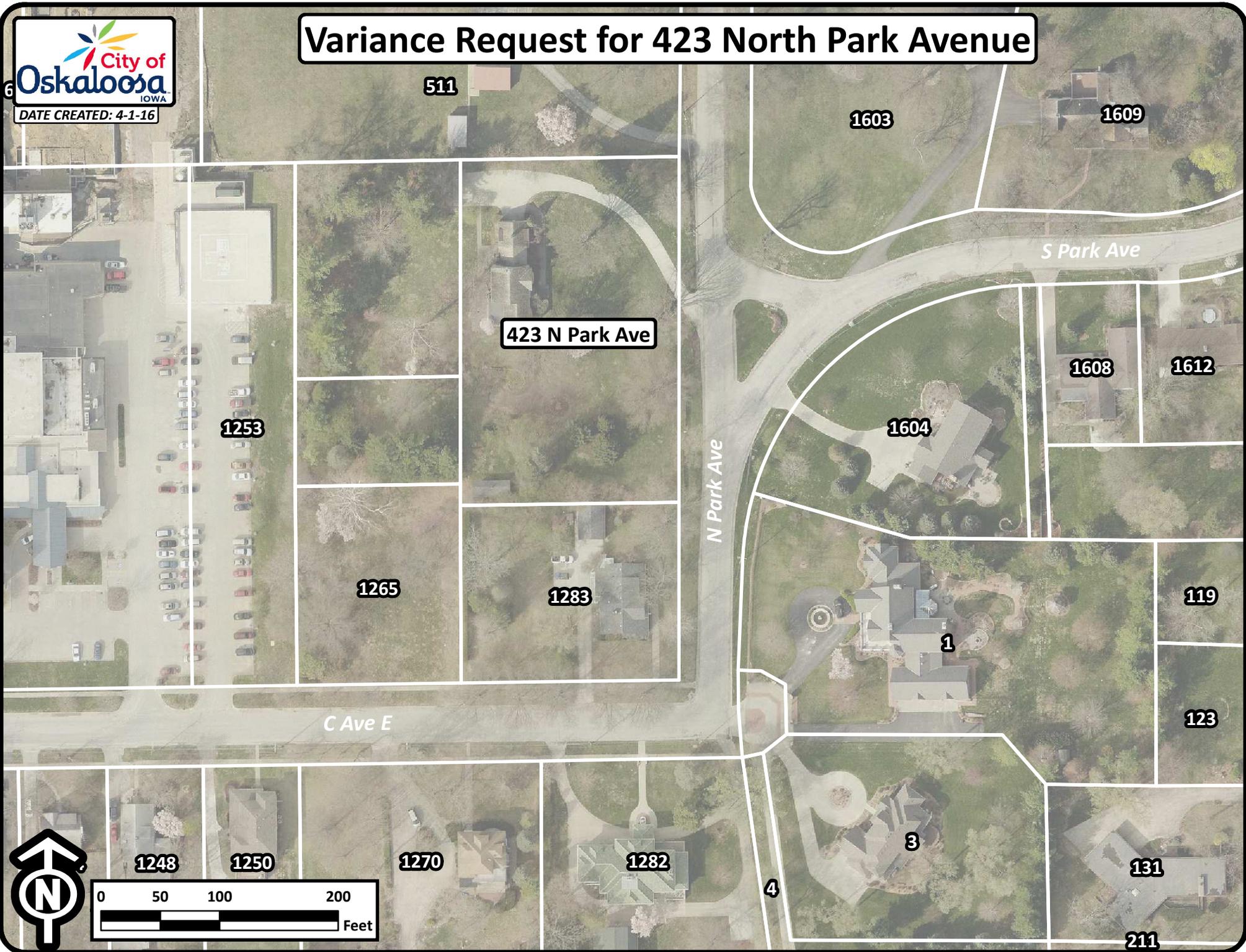


Table 17.08C Summary of Site Development Regulations (Continued)

Regulator	AG	RR	R-1	R-2	R-3	R-4
Minimum lot area (square feet)						3.0 acres
One-family	2 units per each 40 acres	2 acres	8,400	8,400	7,200	4,000
Duplex, townhouses	—		—	10,000	8,400	
Multi-family	—		—	—	10,000	
Other permitted uses	No requirement		8,400	10,000	10,000	
Minimum lot width (feet)	200	100	70			
One-family				70	60	150
Duplex				80	70	
Townhouses				25	20	
Multi-family					80	
Other permitted uses					80	
Site area per housing unit (square feet) by type of residential						
Single-family	20 acres	2 acres	8,400	8,400	7,200	5,000 per unit
Two-family, duplex				5,000	4,200	
Townhouse				4,000	2,500	
Multi-family				NA	2,000	
Minimum yards (feet)						
Front yard	50	40	30	30	30	50
Street side yard	50	30	25	15	15	50
Interior side yard (Note 2)	50	15	7	7	7	50
1 to 1.5 stories	50	20	10	10	10	
2-3 stories	NA	NA	NA	NA	13	
More than 3 stories	50	40	40	40	30	
Nonresidential uses						
Rear yard	50	40	25	25	30	50
Maximum height (feet)	no limit	35	35	35	45	35
Maximum building coverage	NA	20%	35%	45%	55%	40%
Maximum impervious coverage	NA	30%	50%	60%	70%	60%
Floor area ratio	NA	NA	NA	NA	NA	NA

17.24.030 Setback adjustments.

A.Lots Adjoining Alleys. In calculating the depth of a required side or rear yard setback for a lot adjoining a dedicated public alley, one-half of the alley may be credited as a portion of the yard. However, no residential structure may be nearer than five feet to the near side of the alley.

B.Encroachments on Required Yards. Every part of a required yard shall be open and unobstructed from finished grade upward, except as specified herein.

1.Architectural projections, including roofs which cover porches, enclosed porches, window sills, belt courses, cornices, eaves, flues and chimneys, and ornamental features may project two feet into a required yard. Fire escapes, fireproof outside stairways, and balconies opening to fire towers may project a maximum of two feet into required yards, provided that they do not obstruct the light and ventilation of adjacent buildings.

2.Terraces, patios, uncovered decks, and ornamental features which have no structural element more than two feet above or below the adjacent ground level may project ten feet into a required yard. However, all such projections must be set back at least three feet from an adjacent side lot line; or twenty feet from any street property line.

3.The structural alteration of an existing porch within the exterior dimensions of said porch shall not be considered a nonconforming structure within the scope of this title, even though the setback requirements of the district in which it is located may not be met. This shall be interpreted to mean that the replacement, reconstruction, or enclosing of an existing porch with a porch of the same or lesser dimension shall be considered a conforming structure even though the front, side, or rear yard dimensions required in the district in which it is located may not be met. The requirements of this section shall apply only to residential uses. For the purposes of this section a "porch" is defined as an open or enclosed covered entrance, entryway, or deck attached to and projecting from an exterior wall of an existing building.

4.For buildings constructed upon a front property line, a cornice may project into public right-of-way. Maximum projection is the smaller of three feet or five percent of the right-of-way width.

5.In commercial districts, a canopy may extend into a required front yard, provided that the canopy is set back at least five feet from the front property line, covers less than fifteen percent of the area of the required front yard, and has a vertical clearance of at least eight feet six inches.

6. Accessory buildings are subject to all site development regulations of its zoning district, except as provided below:

a.Side Yards. An accessory building may be located a minimum of four feet from the interior side lot line of the property if it is located between the rear building line of the principal building and the rear property line.

b.Front Yards. No accessory building may be located between the front building line of the principal building and the front property line.

c.Rear Yard. The minimum rear yard setback for accessory buildings shall be five feet. This minimum rear yard setback shall be increased to fifteen feet if the accessory building requires vehicular access from an alley. Double-frontage lots shall require front-yard setbacks along both street frontages as set forth in Table 17.08C. Easements may be incorporated into these required setbacks. No accessory building shall be located within any easement or right-of-way along the rear property line.

d. Street Yards. No accessory building shall be located within twenty feet from any street right-of-way line.

e.Height. In residential districts, the maximum height shall be twelve feet for any accessory building. Maximum height for a detached garage and/or other accessory building in an RR district shall be twenty feet.

f.Separation from Other Buildings. No accessory building shall be placed within ten feet of any other building on its own property or any adjacent properties.

g.Maximum Size. An accessory building which is not a part of the main building shall not occupy more than thirty percent of the rear yard and shall not exceed twelve feet in height; however, this regulation shall not be interpreted to prohibit the construction of a five hundred fifty square foot garage on a minimum rear yard.

h.Attached Accessory Buildings. Any accessory building physically attached to the principal building shall be considered part of the principal building and subject to the development regulations of its zoning district.

i.Effect on Adjacent Properties. If an adjacent lot is built upon, the accessory building must be entirely to the rear of the line of any principal building on such adjacent lot. No accessory building shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.

j.Hazards. Any accessory use which creates a potential fire hazard shall be located a minimum of ten feet from any residential structure. Such uses include but are not limited to detached fireplaces, barbecue ovens, or storage of flammable materials.

k.No accessory building shall be built upon any lot until construction of the principal building has begun.



Board of Adjustment Commission
Meeting Date: April 26, 2016
Requested By: Building Division

Item Title:

Consider a variance request for the property located at 205 South H Street to allow the building of a 24 x 24 detached garage with a 16" separation from another structure.

Explanation:

Mr. Brian Bloodsworth has submitted a variance request application to allow the building of a 24 x 24 detached garage with a 16" separation from another structure located at 205 South H Street. The property is zoned Urban Family Residential (R-2) District. This is a request for a variance of the Oskaloosa Municipal Code Table 17.24.030.f. Separation from other buildings. No accessory building shall be placed within 10 feet of any other building on its own property or any adjacent property.

STAFF RECOMMENDATION:

Staff recommends that the Board of Adjustment DENY the variance request

ALTERNATIVE ACTIONS:

1. Approve the requested variance.
2. Other actions as determined by the Board of Adjustment

Budget Consideration:

\$100.00 for application fees

Attachments:

Application, Resolution, Location Map, Oskaloosa Municipal Code Section 17.24.030

VARIANCE REVIEW AND DETERMINATION OF HARDSHIP
FOR BOARD OF ADJUSTMENT

APPLICANT: Brian Bloodsworth

ADDRESS: 205 South I Oskaloosa IA 52577

VARIANCE REQUESTED: decrease the 10' set back for accessory buildings in the rear yard I currently have a 12'x16' shed + WANT to construct a 24'x24' garage next to it

1) Do special conditions or circumstances exist which are peculiar to this building, lot, or structure which are not applicable to others in the area?

A) Topography	YES	NO
1) Ravines/Hills	___	<u>X</u>
2) Rock Outcroppings	___	<u>X</u>
3) Waterways	___	<u>X</u>
4) Soil Type	___	<u>X</u>
5) Shape of Lot (applicable if lot platted before 1973)	<u>X</u>	<u>X</u>
B) Significant Trees or Shrubs	___	<u>X</u>
C) Other (list) _____	___	___

2) Does literal interpretation of the Ordinance deprive applicant of rights commonly enjoyed by other properties in the area?

A) Is requested variance of this type common to others in area? X ___

3) Do special conditions exist which do not result from actions of the applicant?

A) Was applicant the original builder of the structure? ___ X

B) Has the applicant sold parcels of property from original parcel or otherwise Altered the property to create the special condition? ___ X

C) Is an alternate construction site available on lot or property owned? ___ X

D) Was a variance granted for original structure? ___ X

4) Would granting of the variance confer special privileges previously denied to others?

A) Is requested variance common to others in the area? X ___

B) Has requested variance been denied to others in the same district? ___ X

5) Any extenuating circumstances or findings must be listed on the back of this form.

NOTICE OF APPEAL
And
APPLICATION FOR VARIATION

TO THE BOARD OF ADJUSTMENT OF THE CITY OF OSKALOOSA, IOWA:

You are hereby notified that the undersigned owner(s) of the following described premises situated in the City of Oskaloosa, Iowa, to-wit:

Legal Description: LOT 1 BLK 3 MARKS ADD

Street Address: 205 S I Street Oskaloosa,

do(es) hereby appeal from the denial by the Building Inspector of Oskaloosa, Iowa, of his/her application for a building permit filed with said Building Inspector on the 29 day of MARCH, 2011 under which the undersigned seek(s) permission to:

Construct garage next to my existing shed. The shed is approx. 18' from my proposed garage. My lot has limitations because of the existing alley - it is a corner lot and I have limited opportunities to park + store my outside yard equipment

and do(es) hereby apply for a variation in the regulations applicable to said premises under the Oskaloosa Zoning Ordinance which would permit the issuance of a permit for the purpose above set forth. The variation requested involves the provisions of Section 17.24.030.F, Paragraph _____, Sub-paragraph _____ of said Ordinance which requires that

Title 17 Chapter 17.24 030 R.6
Separation from other Buildings. No accessory building shall be placed within 10 feet of any other building on its own property or any adjacent properties.

In support of said application the undersigned state(s) that either or both of the following grounds for variation exists:

___ The depth, width, shape or topographical condition of the property or other extraordinary or exceptional situation prohibits the use of said property in a manner reasonably similar to that of other property in the district.

(explain)

___ Denial of a permit will work a hardship on the undersigned.

(explain) I live on a 60' x 120 corner lot. The rear lot is adjacent with a Alley. There is no other place to build this garage that does not interfere with set back codes -
B

WHEREFORE, the undersigned request(s) that the Board fix the date and place for hearing upon this appeal and application for variation and that upon said hearing the decision of the Building Inspector be reversed or revised and that the variation applied for be granted and that the issuance of said building permit be ordered.

Date this 30 day of March, 2016

Brian Blackwell

General Information

The Board of Adjustment meets on Tuesday, following the 4th Monday of each month. The Board shall provide no less than 4 days and no more than 20 days notice of public hearing on any question before it. Appeals must be filed at least two weeks prior to the public hearing date.

An appeal fee of \$100.00-residential and \$200.00-commercial shall be paid to the City prior to filing the appeal. This fee is non refundable.

Written testimony or evidence (such as affidavit of person knowing material facts) shall be attached to and filed with Notice of Appeal and Application for Variation.



City of Oskaloosa

Engineering/Building Department

BUILDING PERMIT APPLICATION

Wyatt Russell
Building Official
wyatt.russell@oskaloosaiowa.org
City of Oskaloosa, Iowa
Phone 641-673-7472
Fax 641-673-3733

Job Site Address: 205 South H Date of Application 3-29-2016
 Owner's Name: Brian Bloodsworth Phone Number: 641 569 0110
 Owner's Address: 205 South H Oskaloosa IA 52577
 Valuation of Work: \$ 16,900
 Description of Work: X Construct garage in rear yard - pour pad + knee wall

Contractor Information:
 General Contractor: Name Russ Parker Lic. # C110891
 Address: Po Box 571 Osky Phone # 641-2951902 Exp. Date: 7/27/2016
 Carpenter: Name SAME Lic. # _____
 Address: _____ Phone # _____ Exp. Date: _____
 Electrician: Name NA Lic. # _____
 Address: _____ Phone # _____ Exp. Date: _____
 Plumber: Name NA Lic. # _____
 Address: _____ Phone # _____ Exp. Date: _____
 HVAC: Name NA Lic. # _____
 Address: _____ Phone # _____ Exp. Date: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any State or local law regulating construction or the performance of construction.

Signature of Applicant Russ Parker Date: 3-29-2016
 Print Name: Russ Parker

This permit becomes null and void if work is not commenced within 120 days, or if the work is suspended or abandoned for a period of 120 days at any time after work is commenced.

ADMINISTRATION ONLY

Received By: AR Date: 3/29/16 Reviewed By: _____ Date: _____
 Plan Review Fee: _____ Permit Fee: _____ Paid - Check #: _____ Date: _____
 Permit Number: _____
 _____ Building Official _____ Date

North

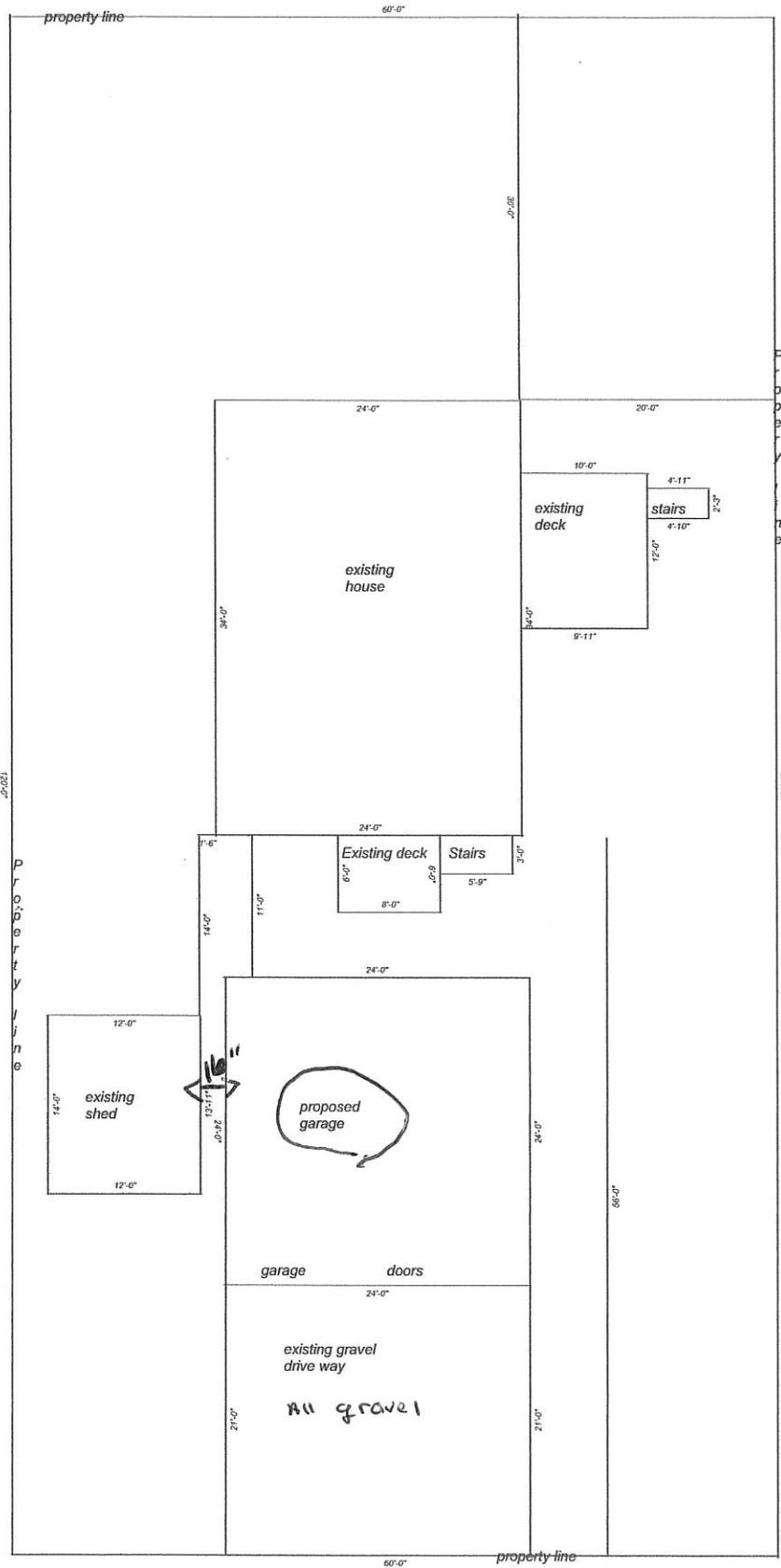
1st Ave West

North

Brian
Bloodworth
205 South I
Oskaloosa IA
52577

side walk 71'-2"
57'-7"

3'-0"



SOUTH I STREET

side walk

PROPERTY LINE

128'-7"

3'-0"

60'-0"

PROPERTY LINE

Alley
Alley

Alley
Alley

Alley
Alley

[Handwritten signature]

Russ Parker Enterprises LLC

PO Box 571

Oskaloosa IA, 52577

(641) 295- 1902

Contractor Registration # C110891

Insured and Bonded through Insurance Group Services - Further information upon request

Brian Bloodsworth

205 South I

Oskaloosa IA 52577

(641) 569-0110

Construct garage

03/29/2016

- 1 The outside measurement of your garage will be approximately 24' x 24'.
- 2 The garage doors will face the alley and be approximately 21' from the property edge.
- 3 This bid does not include any improvements to the existing gravel drive.
- 4 I will be cutting down the rear yard grade.
- 5 I will pour a pad below the current grade.
- 6 I will build a knee wall using ICM forms.
- 7 The pitch of the truss' shall be 4/12.
- 8 The garage will be stick built above the knee wall.
- 9 1 walk out door is included with in the bid.
- 10 NO windows are included with in the bid.
- 11 Fascia and soffit will be included and completed similar to your house.
- 12 Vinyl siding will be included and similar in color as your house.
- 13 The garage floor shall be poured flat – no drain.
- 14 NO Electrical work is included within this bid.
- 15 All above grade walls shall be constructed out of 2" x 4" materials.
- 16 House wrap will be installed.
- 17 One white 16' x 7' garage door will be installed.
- 18 NO garage door opener is included.
- 19 Arch style shingles will be used- 15lb felt paper and white roof edge.
- 20 2 roof vents are included within the bid.

21 All sheeting/ sheathing used will be 1/2" OSB.

Total for materials and labor \$16,900.00

17.24.030 Setback adjustments.

A. Lots Adjoining Alleys. In calculating the depth of a required side or rear yard setback for a lot adjoining a dedicated public alley, one-half of the alley may be credited as a portion of the yard. However, no residential structure may be nearer than five feet to the near side of the alley.

B. Encroachments on Required Yards. Every part of a required yard shall be open and unobstructed from finished grade upward, except as specified herein.

1. Architectural projections, including roofs which cover porches, enclosed porches, window sills, belt courses, cornices, eaves, flues and chimneys, and ornamental features may project two feet into a required yard. Fire escapes, fireproof outside stairways, and balconies opening to fire towers may project a maximum of two feet into required yards, provided that they do not obstruct the light and ventilation of adjacent buildings.

2. Terraces, patios, uncovered decks, and ornamental features which have no structural element more than two feet above or below the adjacent ground level may project ten feet into a required yard. However, all such projections must be set back at least three feet from an adjacent side lot line; or twenty feet from any street property line.

3. The structural alteration of an existing porch within the exterior dimensions of said porch shall not be considered a nonconforming structure within the scope of this title, even though the setback requirements of the district in which it is located may not be met. This shall be interpreted to mean that the replacement, reconstruction, or enclosing of an existing porch with a porch of the same or lesser dimension shall be considered a conforming structure even though the front, side, or rear yard dimensions required in the district in which it is located may not be met. The requirements of this section shall apply only to residential uses. For the purposes of this section a "porch" is defined as an open or enclosed covered entrance, entryway, or deck attached to and projecting from an exterior wall of an existing building.

4. For buildings constructed upon a front property line, a cornice may project into public right-of-way. Maximum projection is the smaller of three feet or five percent of the right-of-way width.

5. In commercial districts, a canopy may extend into a required front yard, provided that the canopy is set back at least five feet from the front property line, covers less than fifteen percent of the area of the required front yard, and has a vertical clearance of at least eight feet six inches.

6. Accessory buildings are subject to all site development regulations of its zoning district, except as provided below:

a.Side Yards. An accessory building may be located a minimum of four feet from the interior side lot line of the property if it is located between the rear building line of the principal building and the rear property line.

b.Front Yards. No accessory building may be located between the front building line of the principal building and the front property line.

c.Rear Yard. The minimum rear yard setback for accessory buildings shall be five feet. This minimum rear yard setback shall be increased to fifteen feet if the accessory building requires vehicular access from an alley. Double-frontage lots shall require front-yard setbacks along both street frontages as set forth in Table 17.08C. Easements may be incorporated into these required setbacks. No accessory building shall be located within any easement or right-of-way along the rear property line.

d. Street Yards. No accessory building shall be located within twenty feet from any street right-of-way line.

e.Height. In residential districts, the maximum height shall be twelve feet for any accessory building. Maximum height for a detached garage and/or other accessory building in an RR district shall be twenty feet.

f.Separation from Other Buildings. No accessory building shall be placed within ten feet of any other building on its own property or any adjacent properties.

g.Maximum Size. An accessory building which is not a part of the main building shall not occupy more than thirty percent of the rear yard and shall not exceed twelve feet in height; however, this regulation shall not be interpreted to prohibit the construction of a five hundred fifty square foot garage on a minimum rear yard.

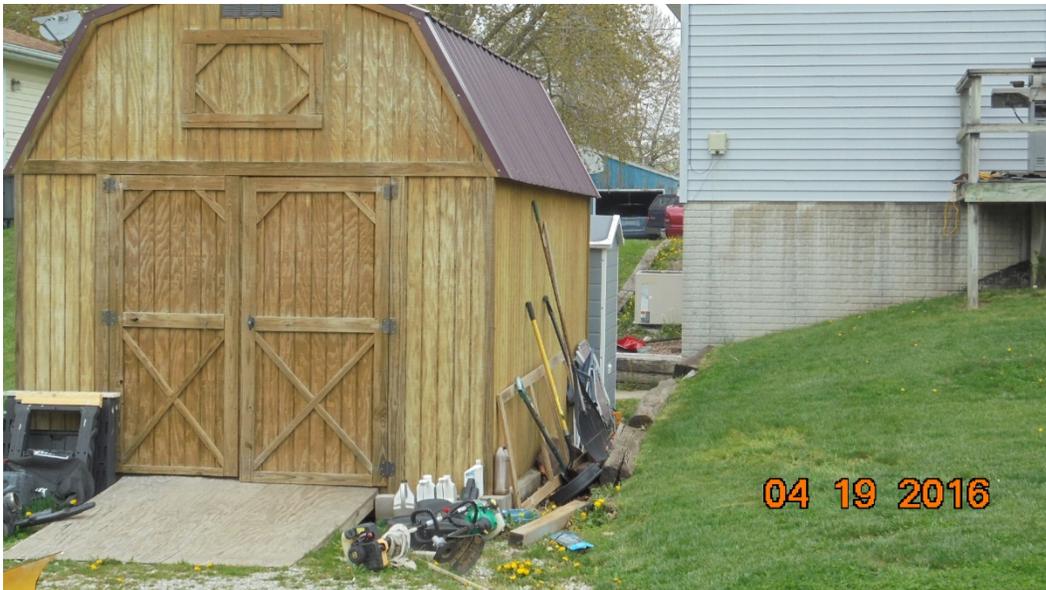
h.Attached Accessory Buildings. Any accessory building physically attached to the principal building shall be considered part of the principal building and subject to the development regulations of its zoning district.

i.Effect on Adjacent Properties. If an adjacent lot is built upon, the accessory building must be entirely to the rear of the line of any principal building on such adjacent lot. No accessory building shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.

j.Hazards. Any accessory use which creates a potential fire hazard shall be located a minimum of ten feet from any residential structure. Such uses include but are not limited to detached fireplaces, barbecue ovens, or storage of flammable materials.

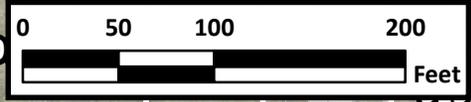
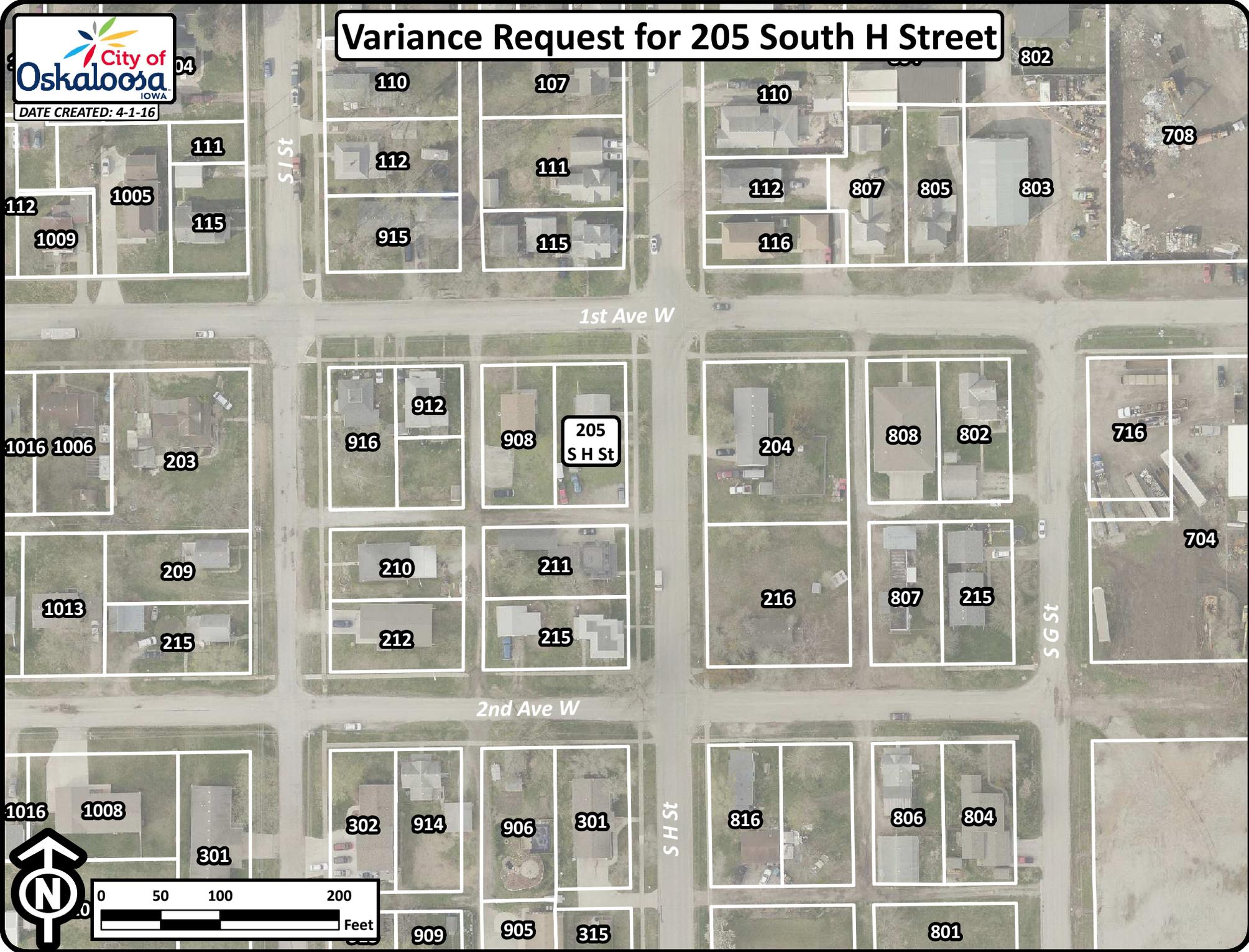
k.No accessory building shall be built upon any lot until construction of the principal building has begun.

Existing Pictures 205 South H Street





Variance Request for 205 South H Street



RESOLUTION

A RESOLUTION OF THE CITY OF OSKALOOSA BOARD OF ADJUSTMENT APPROVING A VARIANCE FOR THE PROPERTY LOCATED AT 205 SOUTH H STREET TO BUILD A 24 X 24 DETACHED GARAGE WITH A 16" SEPARATION FROM ANOTHER STRUCTURE

WHEREAS, the City of Oskaloosa Board of Adjustment at the regular meeting on April 26, 2016, held a public hearing to consider a request from the property owner to approve a variance request for the property located at 205 South H Street to build a 24x24 detached garage with a 16" separation from another structure; and

WHEREAS, the Board of Adjustment has found that to deny said application would work a hardship on said appellant and that said application should be granted;

NOW, THEREFORE, BE IT RESOLVED that the City of Oskaloosa Board of Adjustment hereby recommends approval of the Variance Request Application subject to the following conditions:

1. The resolution authorizing the variance may be declared null and void upon findings by the Board that the applicant has failed to comply with any of the foregoing conditions.
2. The subject property shall be required to comply with all building and zoning code requirements, except the construction of a detached garage with a 16" separation from another structure.
3. The Public Works Department is hereby directed to issue a permit to said applicant for said purpose.
4. If this structure is destroyed due to a natural or manmade disaster, then the reconstruction shall comply with the City of Oskaloosa code.
5. This variance shall become null and void six (6) months from approval date if work has not commenced.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the Board of Adjustment of the City of Oskaloosa at the regular meeting held on April 26, 2016.

Chair of the Board of Adjustment

ATTEST: _____
Secretary Date

Moved by _____ seconded by _____ that the foregoing Resolution be adopted.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____



Board of Adjustment Commission
Meeting Date: April 26, 2016
Requested By: Building Division

Item Title:

Consider a variance request for the property located at 1100 Woodland Rd to allow the building of a 300 square foot addition to an accessory structure 2 ½ feet above the height requirement.

Explanation:

Mr. Jeff McNulty has submitted a variance request application to allow the building of a 300 square foot addition to an accessory structure 2 ½ feet above the roof height requirement located at 1100 Woodland Rd. Previously on September 27, 2011, the Board of Adjustment approved a variance to build an accessory structure with a 14 foot height. The property is zoned Single Family Residential (R-1) District. This is a request for a variance of the Oskaloosa Municipal Code Table 17.24.030.e. Setback Adjustments. In residential districts, the maximum height shall be twelve feet for any accessory structure.

STAFF RECOMMENDATION:

Staff recommends that the Board of Adjustment DENY the variance request

ALTERNATIVE ACTIONS:

1. Approve the requested variance.
2. Other actions as determined by the Board of Adjustment

Budget Consideration:

\$100.00 for application fees

Attachments:

Application, Resolution, Location Map, Oskaloosa Municipal Code Section 17.24.030

VARIANCE REVIEW AND DETERMINATION OF HARDSHIP
FOR BOARD OF ADJUSTMENT

APPLICANT: Jeff McNulty
 ADDRESS: 1100 Woodland Rd
 VARIANCE REQUESTED: 2 1/2 height variance on
A detached garage addition

1) Do special conditions or circumstances exist which are peculiar to this building, lot, or structure which are not applicable to others in the area?

A) Topography	<u>YES</u>	<u>NO</u>
1) Ravines/Hills	—	<input checked="" type="checkbox"/>
2) Rock Outcroppings	—	<input checked="" type="checkbox"/>
3) Waterways	—	<input checked="" type="checkbox"/>
4) Soil Type	—	<input checked="" type="checkbox"/>
5) Shape of Lot (applicable if lot platted before 1973)	—	<input checked="" type="checkbox"/>
B) Significant Trees or Shrubs	—	—
C) Other (list) <u>Addition, matching existing structure</u>		

2) Does literal interpretation of the Ordinance deprive applicant of rights commonly enjoyed by other properties in the area?

A) Is requested variance of this type common to others in area? —

3) Do special conditions exist which do not result from actions of the applicant?

A) Was applicant the original builder of the structure? —

B) Has the applicant sold parcels of property from original parcel or otherwise Altered the property to create the special condition? —

C) Is an alternate construction site available on lot or property owned? —

D) Was a variance granted for original structure? —

4) Would granting of the variance confer special privileges previously denied to others?

A) Is requested variance common to others in the area? —

B) Has requested variance been denied to others in the same district? —

5) Any extenuating circumstances or findings must be listed on the back of this form.

NOTICE OF APPEAL
And
APPLICATION FOR VARIATION

TO THE BOARD OF ADJUSTMENT OF THE CITY OF OSKALOOSA, IOWA:

You are hereby notified that the undersigned owner(s) of the following described premises situated in the City of Oskaloosa, Iowa, to-wit:

Legal Description: N313.75' Lot 33 Waverland SD NE Excl W 10'

Street Address: 1100 Woodland Rd

do(es) hereby appeal from the denial by the Building Inspector of Oskaloosa, Iowa, of his/her application for a building permit filed with said Building Inspector on the 27 day of MARCH, 2016, under which the undersigned seek(s) permission to:

Build A 300' sq/ft Addition to an existing
detached Garage Structure that is 2 1/2' ABOVE
the current height restriction.

and do(es) hereby apply for a variation in the regulations applicable to said premises under the Oskaloosa Zoning Ordinance which would permit the issuance of a permit for the purpose above set forth. The variation requested involves the provisions of Section 17.24.030.e, Paragraph _____, Sub-paragraph _____ of said Ordinance which requires that

Setback adjustments. In residential districts, the maximum
height shall be 12 feet for any accessory structure.

In support of said application the undersigned state(s) that either or both of the following grounds for variation exists:

___ The depth, width, shape or topographical condition of the property or other extraordinary or exceptional situation prohibits the use of said property in a manner reasonably similar to that of other property in the district.

(explain) Existing Building was granted a variance.
To maintain the aesthetics of the building a 7-12 foot
pitch is required which exceeds the current height restriction
by 2 1/2 feet.

___ Denial of a permit will work a hardship on the undersigned.

(explain) Project will not move forward without a variance.

WHEREFORE, the undersigned request(s) that the Board fix the date and place for hearing upon this appeal and application for variation and that upon said hearing the decision of the Building Inspector be reversed or revised and that the variation applied for be granted and that the issuance of said building permit be ordered.

Date this 29 day of MARCH, 2016.



General Information

The Board of Adjustment meets on Tuesday, following the 4th Monday of each month. The Board shall provide no less than 4 days and no more than 20 days notice of public hearing on any question before it. Appeals must be filed at least two weeks prior to the public hearing date.

An appeal fee of \$100.00-residential and \$200.00-commercial shall be paid to the City prior to filing the appeal. This fee is non refundable.

Written testimony or evidence (such as affidavit of person knowing material facts) shall be attached to and filed with Notice of Appeal and Application for Variation.



City of Oskaloosa
Engineering/Building Department

Wyatt Russell
Building Official
wyatt.russell@oskaloosaiowa.org
City of Oskaloosa, Iowa
Phone 641-673-7472
Fax 641-673-3733

BUILDING PERMIT APPLICATION

Job Site Address: 1100 Woodland Rd Date of Application 3-23-16

Owner's Name: Jeff & Lisa McNulty Phone Number: 641-660-2615

Owner's Address: 1100 Woodland Rd

Valuation of Work: \$ 8000

Description of Work: 10'x30' addition to detached GARAGE

Contractor Information:

General Contractor: Name NOSSAMAN Construction - Vince NOSSAMAN Lic. # _____

Address: 200 Idaho Dr. Pella, IA Phone # 641-628-9832 Exp. Date: _____

Concrete Carpenter: Name Gettins Bids Lic. # _____

Address: _____ Phone # _____ Exp. Date: _____

Electrician: Name _____ Lic. # _____

Address: _____ Phone # _____ Exp. Date: _____

Plumber: Name _____ Lic. # _____

Address: _____ Phone # _____ Exp. Date: _____

HVAC: Name _____ Lic. # _____

Address: _____ Phone # _____ Exp. Date: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any State or local law regulating construction or the performance of construction.

Signature of Applicant [Signature] Date: 3-23-16

Print Name: Jeff McNulty

This permit becomes null and void if work is not commenced within 120 days, or if the work is suspended or abandoned for a period of 120 days at any time after work is commenced.

ADMINISTRATION ONLY

Received By: _____ Date: _____ Reviewed By: _____ Date: _____

Plan Review Fee: _____ Permit Fee: _____ Paid - Check #: _____ Date: _____

Permit Number: _____

Building Official

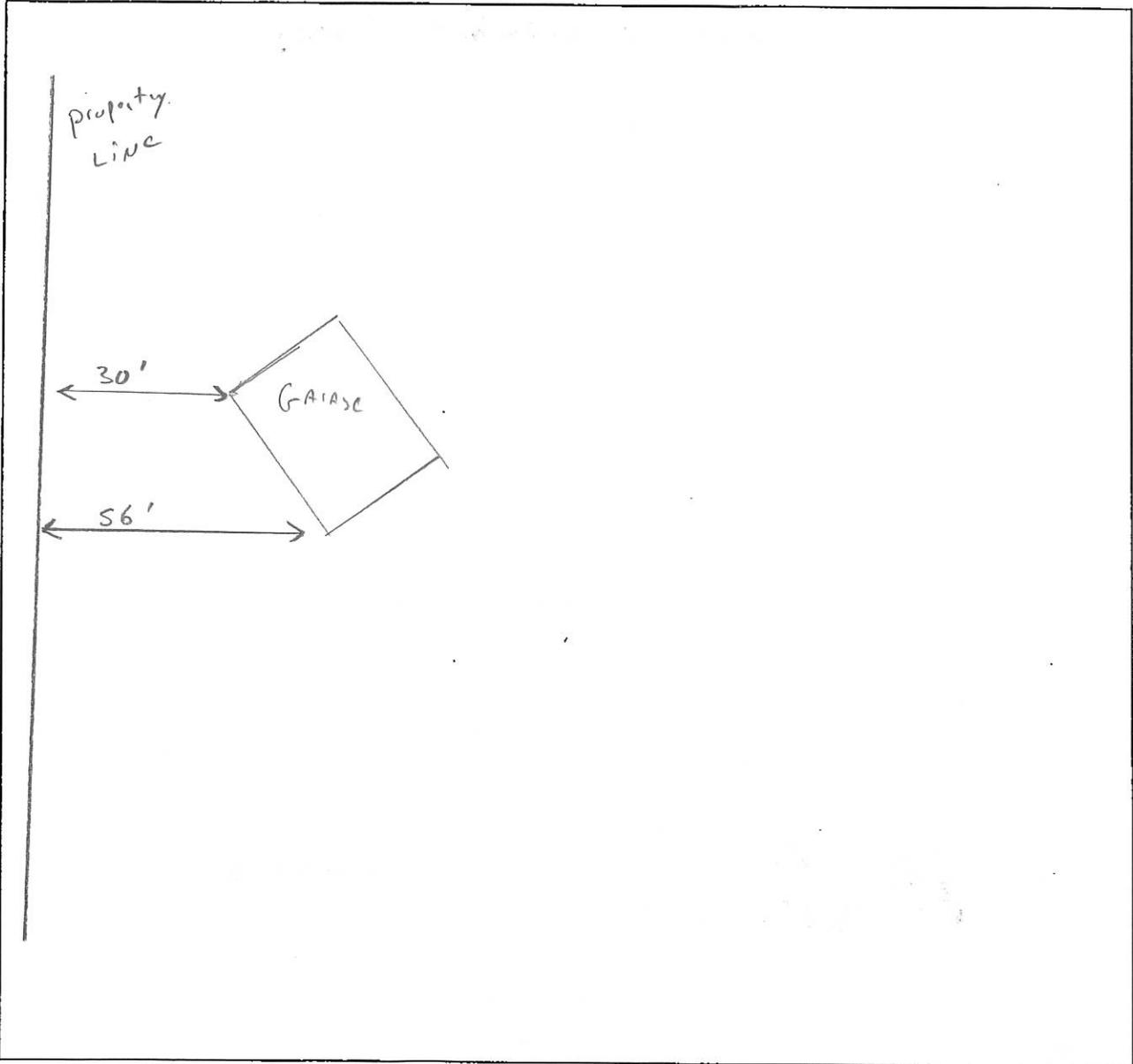
Date

City of Oskaloosa
Engineering/Building Department
Plot Plan Form

Date Submitted: 3-24-16

Property Address: 1100 Woodland Rd

NOTE: All items referenced on second page must be shown on submitted Plot Plan.

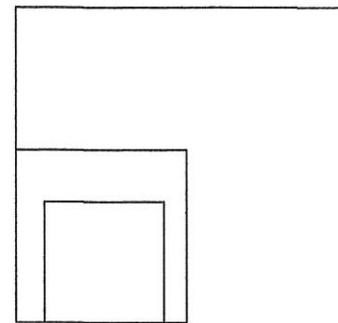
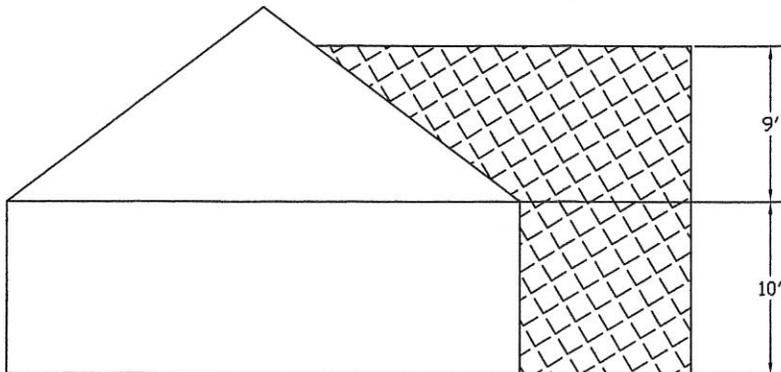
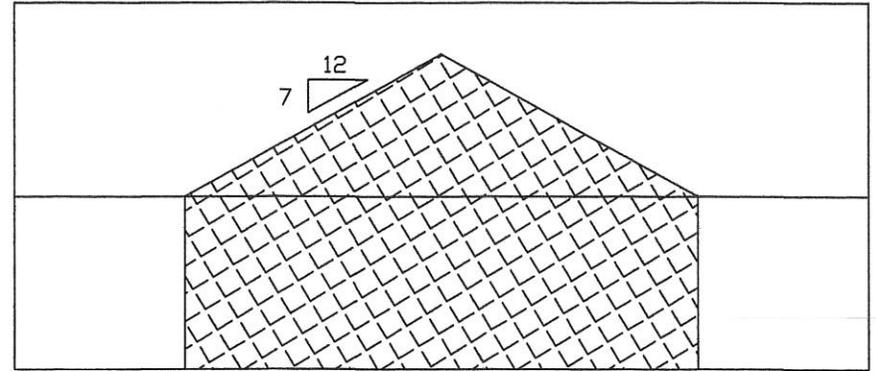
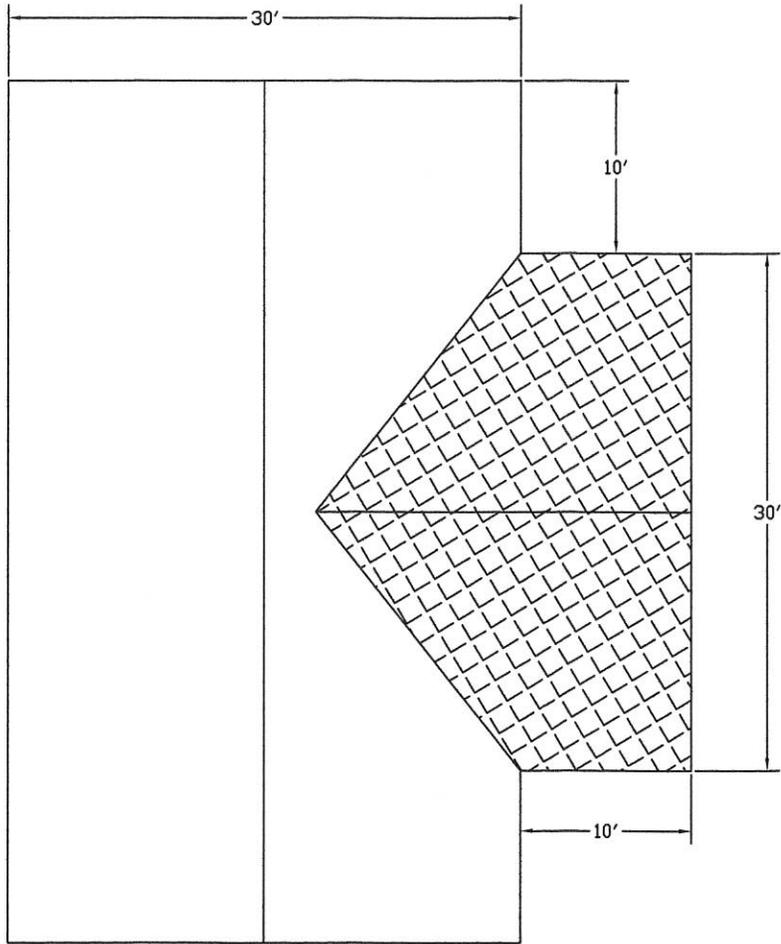


I certify that the above Plot Plan is a true representation of this lot and accurately shows all dimensions, easements and proposed and existing structures on said lot. Any deviation from this approved Plot Plan may void the Building Permit and/or zoning approvals.

SIGNATURE OF OWNER/CONTRACTOR: *Jeff McArthur*

See Second Page for Plot Plan Sample

1100 Woodland Rd
McNulty Garage Addition



7' x 7' door
south end

McNulty Property

Write a description for your map.

Legend

📍 1100 Woodland Rd



1st Addition

Property Line

Google earth

© 2016 Google



100 ft

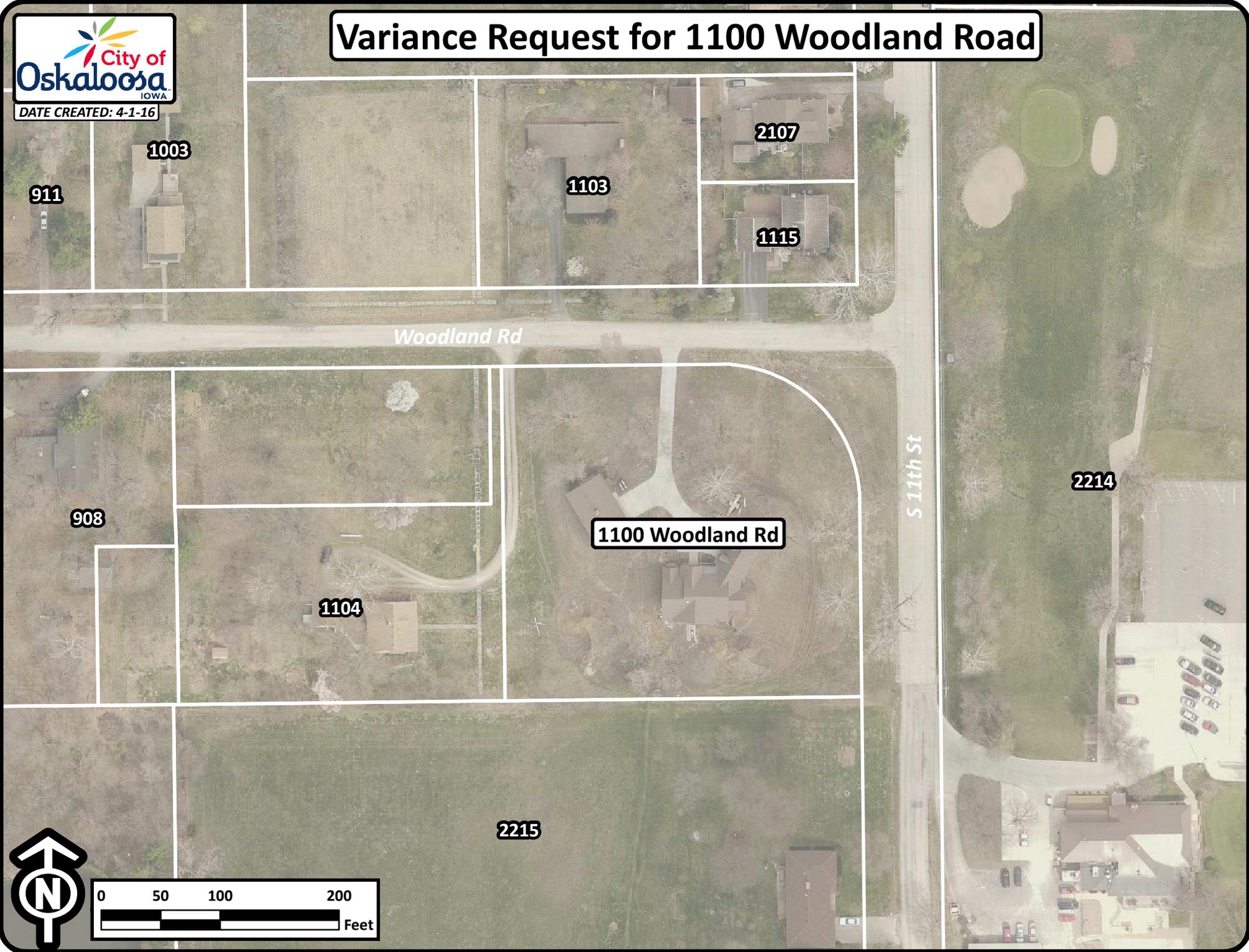
Existing Pictures 1100 Woodland Rd





DATE CREATED: 4-1-16

Variance Request for 1100 Woodland Road



911

1003

1103

2107

1115

Woodland Rd

908

1104

1100 Woodland Rd

S 11th St

2214

2215



17.24.030 Setback adjustments.

A.Lots Adjoining Alleys. In calculating the depth of a required side or rear yard setback for a lot adjoining a dedicated public alley, one-half of the alley may be credited as a portion of the yard. However, no residential structure may be nearer than five feet to the near side of the alley.

B.Encroachments on Required Yards. Every part of a required yard shall be open and unobstructed from finished grade upward, except as specified herein.

1.Architectural projections, including roofs which cover porches, enclosed porches, window sills, belt courses, cornices, eaves, flues and chimneys, and ornamental features may project two feet into a required yard. Fire escapes, fireproof outside stairways, and balconies opening to fire towers may project a maximum of two feet into required yards, provided that they do not obstruct the light and ventilation of adjacent buildings.

2.Terraces, patios, uncovered decks, and ornamental features which have no structural element more than two feet above or below the adjacent ground level may project ten feet into a required yard. However, all such projections must be set back at least three feet from an adjacent side lot line; or twenty feet from any street property line.

3.The structural alteration of an existing porch within the exterior dimensions of said porch shall not be considered a nonconforming structure within the scope of this title, even though the setback requirements of the district in which it is located may not be met. This shall be interpreted to mean that the replacement, reconstruction, or enclosing of an existing porch with a porch of the same or lesser dimension shall be considered a conforming structure even though the front, side, or rear yard dimensions required in the district in which it is located may not be met. The requirements of this section shall apply only to residential uses. For the purposes of this section a "porch" is defined as an open or enclosed covered entrance, entryway, or deck attached to and projecting from an exterior wall of an existing building.

4.For buildings constructed upon a front property line, a cornice may project into public right-of-way. Maximum projection is the smaller of three feet or five percent of the right-of-way width.

5.In commercial districts, a canopy may extend into a required front yard, provided that the canopy is set back at least five feet from the front property line, covers less than fifteen percent of the area of the required front yard, and has a vertical clearance of at least eight feet six inches.

6. Accessory buildings are subject to all site development regulations of its zoning district, except as provided below:

a. Side Yards. An accessory building may be located a minimum of four feet from the interior side lot line of the property if it is located between the rear building line of the principal building and the rear property line.

b. Front Yards. No accessory building may be located between the front building line of the principal building and the front property line.

c. Rear Yard. The minimum rear yard setback for accessory buildings shall be five feet. This minimum rear yard setback shall be increased to fifteen feet if the accessory building requires vehicular access from an alley. Double-frontage lots shall require front-yard setbacks along both street frontages as set forth in Table 17.08C. Easements may be incorporated into these required setbacks. No accessory building shall be located within any easement or right-of-way along the rear property line.

d. Street Yards. No accessory building shall be located within twenty feet from any street right-of-way line.

e. Height. In residential districts, the maximum height shall be twelve feet for any accessory building. Maximum height for a detached garage and/or other accessory building in an RR district shall be twenty feet.

f. Separation from Other Buildings. No accessory building shall be placed within ten feet of any other building on its own property or any adjacent properties.

g. Maximum Size. An accessory building which is not a part of the main building shall not occupy more than thirty percent of the rear yard and shall not exceed twelve feet in height; however, this regulation shall not be interpreted to prohibit the construction of a five hundred fifty square foot garage on a minimum rear yard.

h. Attached Accessory Buildings. Any accessory building physically attached to the principal building shall be considered part of the principal building and subject to the development regulations of its zoning district.

i. Effect on Adjacent Properties. If an adjacent lot is built upon, the accessory building must be entirely to the rear of the line of any principal building on such adjacent lot. No accessory building shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.

j.Hazards. Any accessory use which creates a potential fire hazard shall be located a minimum of ten feet from any residential structure. Such uses include but are not limited to detached fireplaces, barbecue ovens, or storage of flammable materials.

k.No accessory building shall be built upon any lot until construction of the principal building has begun.

RESOLUTION

A RESOLUTION OF THE CITY OF OSKALOOSA BOARD OF ADJUSTMENT APPROVING A VARIANCE FOR THE PROPERTY LOCATED AT 1100 WOODLAND ROAD TO BUILD A 300 SQ. FT. ADDITION TO THE EXISTING ACCESSORY STRUCTURE 14 ½ FOOT HEIGHT

WHEREAS, the City of Oskaloosa Board of Adjustment at the regular meeting on April 26, 2016, held a public hearing to consider a request from the property owner to approve a variance request for the property located at 1100 Woodland Road to build a 300 sq. ft. addition to an existing accessory structure 14 ½ foot height; and

WHEREAS, the Board of Adjustment has found that to deny said application would work a hardship on said appellant and that said application should be granted;

NOW, THEREFORE, BE IT RESOLVED that the City of Oskaloosa Board of Adjustment hereby recommends approval of the Variance Request Application subject to the following conditions:

1. The resolution authorizing the variance may be declared null and void upon findings by the Board that the applicant has failed to comply with any of the foregoing conditions.
2. The subject property shall be required to comply with all building and zoning code requirements, except the 14 ½ foot height of the 300 sq. ft. addition to the accessory structure.
3. The Public Works Department is hereby directed to issue a permit to said applicant for said purpose.
4. If this structure is destroyed due to a natural or manmade disaster, then the reconstruction shall comply with the City of Oskaloosa code.
5. This variance shall become null and void six (6) months from approval date if work has not commenced.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the Board of Adjustment of the City of Oskaloosa at the regular meeting held on April 26, 2016.

Chair of the Board of Adjustment

ATTEST: _____
Secretary Date

Moved by _____ seconded by _____ that the foregoing Resolution be adopted.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION

A RESOLUTION OF THE CITY OF OSKALOOSA BOARD OF ADJUSTMENT DENYING A VARIANCE FOR THE PROPERTY LOCATED AT 1100 WOODLAND ROAD TO BUILD A 300 SQ. FT. ADDITION TO THE EXISTING ACCESSORY STRUCTURE 14 ½ FOOT HEIGHT

WHEREAS, the City of Oskaloosa Board of Adjustment at the regular meeting on April 26, 2016, held a public hearing to consider a request from the property owner to deny a variance request for the property located at 1100 Woodland Road to build a 300 sq. ft. addition to the existing accessory structure 14 ½ foot height; and

WHEREAS, the Board of Adjustment has found that to deny said application would not work a hardship on said appellant and that said application should not be granted;

NOW, THEREFORE, BE IT RESOLVED that the City of Oskaloosa Board of Adjustment hereby recommends denial of the Variance Request Application.

I HEREBY CERTIFY that the foregoing resolution was denied by the Board of Adjustment of the City of Oskaloosa at the regular meeting held on April 26, 2016.

Chair of the Board of Adjustment

ATTEST: _____
Secretary Date

Moved by _____ seconded by _____ that the foregoing Resolution be denied.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____



City of Oskaloosa, Iowa

Public Works Department

804 South D Street, Oskaloosa, IA 52577
Phone: (641)673-7472 Fax: (641)673-3733

VARIANCE APPLICATION

You are hereby notified that the undersigned owner(s) of the following described property located in the City of Oskaloosa, Iowa, do(es) hereby appeal for a variance to the Ordinances of the Oskaloosa Municipal Code on the _____ day of _____, 20____.

Property Address: _____

Legal Description: _____

Variance Description (state what the variance will allow): _____

THE REQUESTED VARIANCE INVOLVES THE PROVISIONS OF THE FOLLOWING NOTED ORDINANCES OF THE OSKALOOSA MUNICIPAL CODE:

[EXAMPLE: Code Section: Table 17.08C Requirement: The front yard setback in an R-2 district is 30 feet]

Code Section: _____ Requirement: _____

Code Section: _____ Requirement: _____

Code Section: _____ Requirement: _____

If more space is needed, attach a list of the Code Sections and their respective requirements to this application.

Note: Building Division staff can assist you with the code referrals and requirements.

THE FOLLOWING DOCUMENTS ARE REQUIRED TO BE ATTACHED AND MADE A PART OF THIS APPLICATION:

1. A description of the Zoning Administrator's or Building Official's decision on which the appeal is based.
2. A typewritten testimony of the evidence and principal points on which the variance is based, including a description of the proposed work. State your reasons why a variance should be granted. Explain in detail what hardships are imposed upon your present situation that constitutes grounds for a variance from the City of Oskaloosa Zoning Ordinance for the property described above.

A hardship or variance may be necessitated by any or all of the following conditions:

- The depth, width, shape, or topographical condition of the property prohibits the use of said property in a manner reasonably similar to that of other properties in that district.
- The property in question cannot yield a reasonable return if it is used only for the purposes allowed in that district.
- The plight of the owner(s) is due to unique circumstances and not to general conditions in the neighborhood, which may reflect the unreasonableness of the Zoning Ordinance itself.
- An appeal for an interpretation of the Zoning Ordinance or Zoning Map.
- An alleged error in an order, requirement, decision, or determination of the Zoning Administrator or Building Official.

Continued on back page

The appeal for a variance must also conform to all of the following conditions:

- The use to be authorized is permissible in the district involved.
 - The use to be authorized will not alter the essential character of the area.
 - The variance will not be contrary to the public interest.
 - The variance will not compromise the spirit of the Zoning Ordinance.
3. If the applicant is not the owner, then provide a letter of authorization from the owner or lessee of the property approving the appeal.

(Please note: The application will not be processed until all of the above documents have been submitted.)

Wherefore, the undersigned request that the Board of Adjustment fix the date and place for a hearing upon this variance application, and that upon said hearing the variance applied for be granted. I further hereby certify that all the above statements and the statements contained in the submitted papers attached herewith are correct, factual, and true.

Dated this _____ day of _____, 20 _____.

Applicant(s) Signature(s): _____

Name(s): _____ Phone: _____

Address: _____ Email: _____

Owner(s) Signature(s) (if other than applicant): _____

Name(s): _____ Phone: _____

Address: _____ Email: _____

INFORMATION REGARDING THE BOARD OF ADJUSTMENT

The Board of Adjustment (BOA) is a quasi-judicial board created by the City of Oskaloosa, Iowa, under state law. The purpose of the BOA is to provide recourse for any citizen of Oskaloosa to appeal perceived inequity in the existing Zoning Ordinance or the decisions of the Zoning Administrator or Building Official of the City of Oskaloosa.

The BOA welcomes any testimony. Decisions rendered by the BOA are based upon the facts and evidence allowed under City Code and presented in an open meeting. All proceedings of the meeting are tape recorded as evidence in the event of further litigation. The BOA is an independent Board of Citizens and not a part of the City Administration. The City Attorney and City Staff may be present to assist the BOA. A decision rendered by the BOA can be appealed only in District Court.

BOA meetings are held as needed on the 4th Tuesday of every month. A completed application must be filed at least thirty (30) days prior to the meeting. Public notice of an appeal must be posted on the property and in a local newspaper no less than ten (10) days prior to the meeting.

Application Fee: \$100.00 Residential \$200.00 Commercial Date Fee Paid: _____
Cash or Check only; Fee is Nonrefundable ***Make check payable to "City of Oskaloosa"***

Date Hearing Advertised: _____ Appeal Granted: _____

Date of Hearing: _____ Appeal Denied: _____