



## **Agenda**

Planning and Zoning Commission  
Oelwein Community Plaza, 25 West Charles, Oelwein  
5:30 PM

June 28, 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 May 3, 2021 meeting

### **Variance Requests**

- [2.](#) Consideration of 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

Planning and Zoning Commission  
Oelwein Community Plaza, 25 West Charles, Oelwein  
May 3, 2021 - 5:30 PM

**Roll Call** Present: Gearhart, Rueber, Boleyn, Tousley, Sherrets  
Also Present: Shekleton, Mark and Margaret March, Gerald and Norlene Buhr  
Absent: Keeley, DeJong

## Approve Minutes

1. Consideration of a motion to approve the minutes of the November 16, 2020 Planning and Zoning Commission

A motion was made by Sherrets, seconded by Tousley. All voted Aye.

Motion Carried

## Variance Requests

2. Consideration of a request to rezone 1105 North Frederick and 1205 North Frederick from C2 Commercial to R1 Residential

March’s explained they bought the property at 1105 on March 17, 2021 in hopes to turn the structure into their primary residence. March’s called for a building permit and were advised by the Community Development Department they could not occupy the structure as their primary residence due to the zoning restrictions.

A motion was made by Boleyn, seconded by Sherrets to approve the recommendation to rezone 1105 North Frederick. All in Favor

Motion Carried

1205 North Frederick was removed from the agenda. Buhr stated that he wants his property to remain C2.

3. Consideration of Zoning Request #21Z01 which if approved would authorize the use of a structure as a residence at 131 12<sup>th</sup> Street SE

A motion to table the request was made by Gearhart, seconded by Rueber. All in favor

Motion Carried

## Adjournment

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

Motion Carried

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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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