

Minutes - Woodbury County Board of Adjustment – June 22, 2026

The Board of Adjustment Special Meeting convened on the 22nd Day of June 2026 at 5:00 PM in the Board of Supervisors' meeting room in the Basement of the Woodbury County Courthouse. The meeting was also made available for public access via teleconference.

Meeting Audio:

For specific content of this meeting, refer to the recorded video on the Woodbury County Board of Adjustment "Committee Page" on the Woodbury County website:

- County Website Link:
 - o https://www.woodburycountyiowa.gov/committees/board_of_adjustment/
 - YouTube Direct Link:
 - o <https://www.youtube.com/watch?v=Vo3l4nHyQqU>
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BA Members Present: Daniel Hair, Pam Clark, Tom Thiesen, Doyle Turner

BA Members Absent: Larry Fillipi

County Staff Present: Dan Priestley, Dawn Norton

County Supervisors Present: Kent Carper

Public Present:

1. Call to Order & Roll Call

- **Time:** 4:45 PM
- **Action:** Chair Daniel Hair called the meeting to order and conducted roll call. It was noted that Larry Fillipi was absent.
- **Details:** The meeting was audio-recorded, and minutes were to be prepared. Attendees were requested to silence cell phones or set them to vibrate and complete the attendance sheet. Chair Hair reviewed the board's procedures for the meeting, including handling housekeeping items, public hearings, staff reports, applicant presentations, public comments, board deliberations, motions, votes, and appeals (within 30 days to a court of record). He emphasized respectfulness, avoidance of repetitious or irrelevant comments, and the need to disclose any ex parte communications prior to deliberations. No ex parte communications were reported.

2. Public Comment on Matters Not on the Agenda

- **Action:** Chair Hair opened the floor for public comments on non-agenda items.
- **Outcome:** No public comments were received.

3. Approval of Previous Meeting Minutes

- **Action:**
 - o **Motion:** Pam Clark moved to approve the minutes from the April 6 meeting.
 - o **Second:** Doyle Turner seconded the motion.
 - o **Discussion:** No further discussion was held.
 - o **Vote:** Unanimous approval (all present voted "Aye").
 - o **Outcome:** The minutes were approved as presented.
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4. ACTION ITEM: APPROVAL OF PUBLIC NOTICE BULLETIN BOARD LOCATION - CONSIDERATION AND APPROVAL TO OFFICIALLY DESIGNATE THE PHYSICAL BULLETIN BOARD LOCATED JUST INSIDE THE NORTH ENTRANCE OF THE WOODBURY COUNTY COURTHOUSE NEAR THE SECURITY STATION AS THE OFFICIAL, PROMINENT, AND CONSPICUOUS LOCATION FOR POSTING WOODBURY COUNTY BOARD OF ADJUSTMENT MEETING AGENDAS AND NOTICES IN COMPLIANCE WITH HOUSE FILE 2490 AND WOODBURYCOUNTYIOWA.GOV FOR THE PRIMARY INTERNET PRESENCE.

- **Staff Report:** Dan Priestley, Zoning Coordinator, explained that the Board of Supervisors approved this measure the previous Tuesday. The legislature mandates maximum public transparency, including the officially designated location of the bulletin board and active posting of upcoming meetings. This will become a standard annual organizational item passed every January with the new board. It officially cements long-standing practices into the minutes and official policy of the Board of Adjustment.

- **Board Questions and Discussion:** Chair Hair asked if there were any comments from the board members. No board inquiries or objections were raised.
- **Action:**
 - **Motion:** Doyle Turner moved to officially designate the physical bulletin board located just inside the north entrance of the Woodbury County Courthouse near the security station as the official, prominent, and conspicuous location for posting Woodbury County Board of Adjustment meeting agendas and notices in compliance with House File 2490, and woodburycountyiowa.gov for the primary internet presence.
 - **Second:** Tom Thiesen seconded the motion.
 - **Discussion:** No further discussion was held.
 - **Vote:** Unanimous approval (all present voted "Aye").
 - **Outcome:** The action item was approved as requested.

5. Public Comment on Matters Not on the Agenda

- **Action:** Chair Hair opened the floor for additional public comments.
- **Outcome:** No comments were received.

6. Staff Update

- **Presenter:** Dan Priestley, Zoning Coordinator. Details: Priestley advised the board to monitor the Board of Supervisors' upcoming actions. Following a significant public presence from the City of Salix the previous week, the Board of Supervisors will hold a discussion regarding a potential moratorium, as well as a directive for the county to examine data center-based zoning policies (e.g., in General Industrial districts).
- **Upcoming Meetings:** Priestley anticipated an August meeting. Because the June 22 meeting was held in a special format and there are no active, incoming applications, the board will look to August for its next regularly scheduled meeting.
- **Procedural Note:** Priestley reminded the board that this evening's sequence is highly unique. The Board of Adjustment will adjourn, and in five minutes, the Zoning Commission will open its meeting to take virtually identical action regarding the bulletin board location. Following that, the group will transition directly into the required Iowa Public Information Board (IPIB) training concerning public meetings and open records laws (Iowa Code Chapters 21 and 22).

7. Board Member Comment or Inquiry

- **Details:** No comments or inquiries were received.

8. Adjournment

- **Action:**
 - **Motion:** Pam Clark moved to adjourn the meeting.
 - **Second:** Tom Thiesen seconded the motion.
 - **Discussion:** No further discussion was held.
 - **Vote:** Unanimous approval (all present voted "Aye").
- **Outcome:** The meeting was adjourned at approximately 4:53 PM