

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 12/28/23 Weekly Agenda Date: 1/2/24

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Daniel Priestley, Zoning Coordinator

WORDING FOR AGENDA ITEM:

Consideration of applicants for the appointment to fill one expired term on the Woodbury County Board of Adjustment from 2024 to 2028.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This item requests for the Board to consider appointing one (1) applicant from the candidate pool to the Board of Adjustment (BOA) for a 5-year term (2024 to 2028).

BACKGROUND:

Two (2) candidates have applied to be considered for service on the Board of Adjustment. Both candidates meet the requirements to serve and their references have been verified.

Applicants: Applications Enclosed.

- Hair, Daniel, 2889 Humbolt Ave., Hornick, IA 51026, 712-874-3702

- Hanson, Jeffrey William, 1623 Eastland Ave., Lawton, IA 51030, 712-899-4054

FINANCIAL IMPACT:

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IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve the appointment of one of the candidates (effective immediately) to the Board of Adjustment for a new five-year term (2024 to 2028).

ACTION REQUIRED / PROPOSED MOTION:

Motion to approve the the appointment of _____ (effective immediately) to the Board of Adjustment for a new five-year term (2024 to 2028).

5. Board of Adjustment.

- A. Establishment. Pursuant to Chapter 335 of the Code of Iowa, a County Board of Adjustment, consisting of five members, as previously established, is hereby continued.
- B. Appointment and membership.
 - (1) The members of the Board of Adjustment shall be appointed by the Board of Supervisors for terms of five years. Terms of the Board shall be staggered so that no more than two memberships expire on December 31 of any year. Vacancies shall be filled in the same manner for the remainder of an unexpired term.
 - (2) Members of the Board of Adjustment shall consist of eligible electors, as defined by Iowa Code section 39.3, who reside within the area regulated by the County Zoning Ordinance and shall not be officers or employees of any agency or department of the County. Iowa law requires all appointive boards, commissions, committees, and councils of a political subdivision to be gender balanced by using a fair and unbiased method of selecting the best qualified applicants. The Board of Supervisors may appoint any qualified applicant, regardless of gender, after making a three-month good faith effort to appoint a gender balanced Board.
 - (3) Members of the Board of Adjustment shall serve without compensation but may be reimbursed for the actual expenses incurred while performing their official duties, which shall be subject to the approval of the Board of Supervisors.
 - (4) Any member of the Board of Adjustment may be removed for cause by the Board of Supervisors following a public hearing on written charges. Cause for removal may be found by the Board of Supervisors in any action or condition which it determines to be detrimental to the proper functioning of the Board, including conflicts of interest, violations of laws or regulations pertaining to the role of the Board, failing to carry out the duties of a member of the Board, including failure to attend 50% or more regular meetings in any twelve-month period, or other conduct which casts doubt upon the integrity or effectiveness of the member.
- C. Rules of Procedure. The Board of Adjustment shall organize itself and shall adopt and maintain, subject to the approval of the Board of Supervisors, rules of procedure in conformance with the provisions of this ordinance and the Iowa Code to govern the conduct of its business.
- D. Powers and Duties. The Board of Adjustment shall have the following powers and it shall be its duty:
 - (1) To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination made by an administrative official in the enforcement of Iowa Code Chapter 335, or of any ordinance adopted pursuant thereto.
 - (2) To hear and decide special exceptions to the terms of the ordinance upon which such Board is required to pass under such ordinance.
 - (3) To authorize upon appeal, in specific cases, such variance from the terms of the ordinance as will not be contrary to the public interest, where owing to special conditions a literal enforcement of the provisions of the ordinance will result in unnecessary hardship, and so that the spirit of the ordinance shall be observed, and substantial justice done.

APPLICATION FORM FOR WOODBURY COUNTY
BOARD/COMMISSION

Please Return To:

Woodbury County Board of Supervisors, Room 104, Woodbury County Courthouse,
620 Douglas St., Sioux City, Iowa 51101

Phone: (712) 279-6525 Fax: (712) 279-279-6577 Website: www.woodburycountyiowa.gov

Application For: Board of Adjustment (Board/Commission)
Date 10/16/2023 E-mail Address dhair@wiatel.net
Name Daniel Hair
Address 2889 Humbolt Avenue Hornick, IA 51026
Phone Number (712) 874-3702 Fax Number _____
Business Phone _____ Cell Phone (712) 870-1660

This form assists the Board of Supervisors in evaluating the qualifications of applicants for appointment to a board or commission. State law requires political subdivisions to make a good faith effort to balance most appointive boards, commissions, committees, and councils according to gender by January 1, 2012, and each year thereafter.

Female Male

Place of employment and position (and/or activities such as hobbies, volunteer work, etc. that you feel may qualify you for this position):

Farmer - self employed. Vice President of Woodbury County Farm Bureau
Current chair of board of Adjustment

The following questions will assist the Board of Supervisors in its selection.

■ How much time will you be willing to devote in this position?

As much time is necessary to fulfill my duties to the board.

■ Interest in Appointment: Describe in detail why you are interested in serving on a county board or commission. Include information about your background that supports your interest.

I am currently the chair of the board of adjustment, I feel that I am very connected to rural Woodbury County way of life since I live in the unincorporated area. I am very interested in making Woodbury County a great place for residents and businesses alike. I have been very active in recent county events that could greatly affect Woodbury County.

■ Contributions you feel you can make to the Board/Commission:

As the current chair of the board of adjustment, I feel that I have the experience to lead the meetings efficiently and effectively. I am dependable and have not missed a meeting since being in the chair position.

■ Direction/role you perceive of this Board/Commission: *The position of this board is to help those with hardships that may not qualify for favorable decisions under current zoning regulations. The board scrutinizes applications and generally grants variances, and CUPs when appropriate.*

■ In lieu of/in addition to the above, do you have any comments to add that may assist the Board of Supervisors in its selection? *You all know me - I am honest, reliable, and passionate about business and life in Woodbury County. I have enjoyed serving on the board of adjustment and I would like to serve for a full term since I have just been fulfilling the term of a resigning commissioner.*

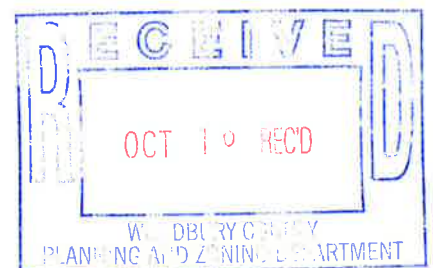
■ Please provide two references who may be contacted on your qualifications for this position.

Name	Address	Phone number	Email address	Relationship
<i>Kurt Paulsen</i>	<i>209 7th Street</i>	<i>Correctionville, IA 51016</i>	<i>(712) 870-8182</i>	<i>Neighbor</i>
<i>Troy Leininger</i>	<i>311 E 3rd Street</i>	<i>Spencer, IA 51301</i>	<i>(712) 346-7846</i>	<i>Farm Bureau Regional Manager.</i>

I certify that there is nothing that would prohibit me from serving on this board or commission.

Signature *Daniel Hain* Date *10/16/2023*

**YOUR APPLICATION WILL BE RETAINED IN OUR FILES FOR ONE YEAR
THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND
DISTRIBUTED FOR THE PUBLIC.**



**APPLICATION FORM FOR WOODBURY COUNTY
BOARD/COMMISSION**

Please Return To:

Woodbury County Board of Supervisors, Room 104, Woodbury County Courthouse,
620 Douglas St., Sioux City, Iowa 51101

Phone: (712) 279-6525 Fax: (712) 279-279-6577 Website: <http://woodburyiowa.com>

Application For: Planning and Zoning Commission and Board of Adjustment (Board/Commission)

Date October 25, 2023 E-mail Address jhanson@mcclurevision.com

Name Jeffrey William Hanson

Address 1623 Eastland Avenue, Lawton, Iowa 51030

Phone Number 712-899-4054 Fax Number _____

Business Phone 712-220-3294 Cell Phone 712-899-4054

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Female Male

Place of employment and position (and/or activities such as hobbies, volunteer work, etc. that you feel may qualify you for this position):

Current: McClure Engineering – Business Development Lead

Previous: City of Sioux City – Community Development Operations Manager (18 years)

Previous: SIMPCO – Transportation Planning Director (6 years)

Retired volunteer firefighter with the Lawton Fire Department (17 years)

Woodbury County Emergency Operations Center Management Team – Planning Section Chief (15 years)

The following questions will assist the Board of Supervisors in its selection.

■ **How much time will you be willing to devote in this position?**

Available to attend all meetings and committed to devoting as much time as needed.

■ **Interest in Appointment: Describe in detail why you are interested in serving on a county board or commission. Include information about your background that supports your interest.**

I am a lifelong Sioux City/Woodbury County resident. I built our family home in 2000 in rural Woodbury County where my wife and I have raised our two children. I was employed with the City of Sioux City, Iowa in various Planning and Community Development positions. Most recently I served as the Community Development Operations Manager overseeing the Housing, Inspections, Neighborhood Services, and Planning and Zoning Divisions.

■ **Contributions you feel you can make to the Board/Commission:**

I believe I could use my education and 24 years of professional experience in planning and community development to contribute to the Planning and Zoning Commission and Board of Adjustment.

■ **Direction/role you perceive of this Board/Commission:**

Planning and Zoning Commission – Provide recommendations to the Board of Adjustment and Board of Supervisors on planning, zoning, subdivision, and development projects in the unincorporated area of Woodbury County.

Board of Adjustment – Quasi-judicial board to hear and make decisions regarding appeals to the Zoning Ordinance.

Reviews and decides on variances and conditional use permits in the unincorporated area of Woodbury County.

■ **In lieu of/in addition to the above, do you have any comments to add that may assist the Board of Supervisors in its selection?**

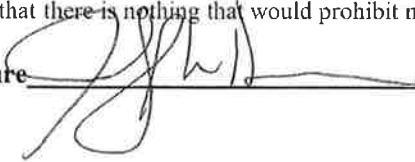
No additional information.

■ **Please provide two references who may be contacted on your qualifications for this position.**

Name	Address	Phone number	Email address	Relationship
Ryan Ross	329 Pierce Street	712-259-3563	ross@craryhuff.com	Friend/Colleague
Kurt Miene	212 Larimer Street	712-870-5222	Kurt.Miene@stocktontowingiowa.com	Friend/Lawton Fire

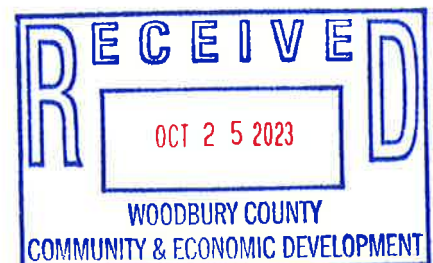
I certify that there is nothing that would prohibit me from serving on this board or commission.

Signature



Date 10/25/2023

**YOUR APPLICATION WILL BE RETAINED IN OUR FILES FOR ONE YEAR
THIS APPLICATION IS A PUBLIC DOCUMENT AND AS SUCH CAN BE REPRODUCED AND
DISTRIBUTED FOR THE PUBLIC.**



Zoning Commission and Board of Adjustment
 Advertisement Dates for Commission and Board Openings

October 5, 2023

- Posted to the Woodbury County website “News” section.

October 17, 2023

- Sergeant Bluff Advocate
 - o Ad

October 18, 2023

- Danbury Review
 - o Ad

October 19, 2023

- Merville Record
 - o Ad

October 23, 2023

- Facebook
 - o Social Media Post
- Twitter
 - o Social Media Post

October 26, 2023

- Sioux City Journal
 - o Legal Notice

November 21, 2023

- Facebook
 - o Social Media Post

November 27, 2023

- Twitter
 - o Social Media Post

Application Deadline: December 5, 2023



**WOODBURY COUNTY
COMMUNITY &
ECONOMIC
DEVELOPMENT**

**COMMISSION &
BOARD OPENINGS**

**NOW ACCEPTING
APPLICATIONS FOR**

**WOODBURY COUNTY
Zoning Commission &
Board of Adjustment**

Must be a resident of
rural unincorporated Woodbury County

For more information,
call 712-279-6609

Applications can be downloaded at
www.WoodburyCountyCED.com
Application Deadline: Dec. 5, 2023

Ran in the Sergeant Bluff Advocate, Danbury Review, & Merville Record

NOW ACCEPTING APPLICATIONS FOR APPOINTMENTS TO THE WOODBURY COUNTY PLANNING AND ZONING COMMISSION AND BOARD OF ADJUSTMENT

To apply, submit a completed application by December 5, 2023, to the Woodbury County Board of Supervisors, Woodbury County Courthouse, 620 Douglas St., Room 104, Sioux City, IA 51101. Applicants must be residents of rural unincorporated Woodbury County. For more information, visit: WoodburyCountyIowa.gov (Committee Pages) or call (712) 279-6609.

Planning and Zoning Commission (1 Appointment Available)

The Zoning Commission is a commission of five citizens appointed by the County Board of Supervisors. The Commission is responsible for preparing and making recommendations to the Board of Adjustment and Board of Supervisors on issues concerning: the general plan and amendments; subdivision plans, amendments to the ordinance, rezoning, and development. Members shall be residents of the unincorporated area of the County and serve terms of five years without compensation. This appointment will be from 1/24 to 12/28.

Board of Adjustment (1 Appointment Available)

The Board of Adjustment is a quasi-judicial board of five citizens appointed by the County Board of Supervisors. The Board hears and decides appeals to any order, requirement, decision, or determination made by an administrative officer in the enforcement of the County's zoning ordinance; hears and reviews variances and special exceptions from the terms of the zoning ordinance; and decides applications for conditional use permits. Members shall be residents of the unincorporated area of the county and serve terms of five years without compensation. This appointment will be from 1/24 to 12/28.

Ran in the Sioux City Journal Legals Section



**WOODBURY COUNTY
COMMUNITY &
ECONOMIC
DEVELOPMENT**

COMMISSION & BOARD OPENINGS

ZONING COMMISSION	BOARD OF ADJUSTMENT
1 OPENING	1 OPENING
<small>January 2024 to December 2028</small>	<small>January 2024 to December 2028</small>
<small>The Zoning Commission is a commission of five citizens appointed by the Woodbury County Board of Supervisors. The Commission is responsible for preparing and making recommendations to the Board of Adjustment and Board of Supervisors on issues concerning the general plan and amendments, rights-of-way dedications, vacations, partial vacations, subdivision plans, amendments to the ordinance, rezoning, and development. Members shall be residents of the unincorporated area of the County and serve terms of five years without compensation.</small>	<small>The Board of Adjustment is a quasi-judicial board of five citizens appointed by the Woodbury County Board of Supervisors. The Board hears and decides appeals to any order, requirement, decision, or determination made by an administrative officer in the enforcement of the County's zoning ordinance; hears and reviews variances and special exceptions from the terms of the zoning ordinance; and decides applications for conditional use permits. Members shall be residents of the unincorporated area of the county and serve terms of five years without compensation.</small>

MUST BE A RESIDENT OF RURAL UNINCORPORATED WOODBURY COUNTY

For more information, call 712-279-6609

Applications can be downloaded at <https://tinyurl.com/ZCBA2024>

APPLICATION DEADLINE: DECEMBER 5, 2023

Posted to social media (Facebook & Twitter).