

CITY OF ALBERT LEA  
BOARD OF APPEALS  
MEETING MINUTES

*January 5, 2022 – 10:00 a.m.  
City Center – Council Chambers*

**Board Members Present**

Colby Cunningham  
Steve Guenther  
Craig Hoium, Chair  
Jacob Petersen

**Board Members Absent**

Larry Baker, Ex-Officio

**Staff in Attendance**

Megan Boeck, City Planner

**Interested Parties**

Matthew Johnson  
Heather Allen

Board of Appeals Chair, Craig Hoium, called the meeting to order at 9:58 a.m.

**Approval of the Agenda**

Guenther made a motion to approve the agenda and Cunningham seconded the motion. The agenda was approved unanimously on a voice vote.

**Approval of Minutes**

Cunningham made a motion to approve the minutes from July 21, 2021. Guenther seconded the motion. The minutes were approved unanimously on a voice vote.

Staff report prepared by Megan Boeck, City Planner, is to become part of these minutes by reference.

**Appeal: VA2021-003**

Boeck stated that Matthew Johnson has applied for a variance to allow a 12x19ft garage addition to the primary structure and replace the existing flat roof with a pitched roof throughout. The existing garage is set back five feet from the west property line or side yard, which is a non-conformity as the required side yard setback from a primary structure is 10% of the

lot width or a maximum setback of 8 ft. The proposed addition will continue along the same setback which requires a variance.

**Public Hearing opened at 10:01 a.m.**

Matthew Johnson reiterated that the space between the existing house and neighboring house will stay the same. He noted that he communicated his proposed plans with his neighbor to the east.

**Public Hearing closed at 10:12 a.m.**

Guenthner made a motion, seconded by Petersen, to recommend to City Council the approval of a variance from the side yard setback to allow for a garage addition to the primary structure with the following conditions:

1. The side yard setback at the NW corner of the garage remain at 5ft.
2. The side yard setback at the SW corner of the garage be allowed at 5ft 9in

The motion passed on a 4-0 voiced vote.

**New Business**

None

**Commissioner Communications**

None.

**Staff Communications**

Jacob Petersen introduced himself to the Board as the newest member. Boeck stated that Mayor Rasmussen will appoint Aaron Farris to the Board of Appeals at the next City Council meeting.

**Adjournment**

The meeting was adjourned at 10:21 a.m. The motion to adjourn was made by Cunningham and seconded by Petersen. The motion to adjourn was approved unanimously on a voice vote.

Respectfully submitted,

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Megan Boeck  
City Planner

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Craig Hoiium  
Chair, Board of Appeals