BOARD OF ADJUSTMENT MEETING MINUTES

MAY 21, 2026
6:00 P.M.

MEMBERS' PRESENT: Dustin Brown, Linda Burt, Charity Campfield, Michael O'Donnell, Erin LeBlanc, Curtis Clabaugh, Jeffery Bolt (Board Attorney)

MEMBERS' ABSENT:

CITY STAFF PRESENT: Charles Bloom, Planning & Development Director; Erin Fagan, Planner II; Morgan Dennis, Planner I; Gisele Pacheco, Office Manager

OTHERS' PRESENT: Jennifer Elverum, Tim Gentleman

ITEM 1: CALL MEETING TO ORDER

Dustin Brown, Chair, called the meeting to order at 6:00 PM.

ITEM 2: ROLL CALL

Roll Call: Done by Erin Fagan, Planner II. There was a quorum with no members absent.

ITEM 3: APPROVAL OF MINUTES: April 16, 2026

Michael O'Donnell made the motion to approve the meeting minutes from April 16, 2026. Linda Burt seconded the motion.

Dustin Brown, Chair, asked if there were any questions or discussion regarding the minutes.

No further discussion of the April 16, 2026 meeting minutes, and all approved at 6:00 PM.

ITEM 4: REQUESTS

ITEM A: PUDC-26-66: Conditional Use Request to allow Outdoor Sales and Storage within the (LI) Light Industrial Zone

Location: Lot 2, Block 1, Overland Trails Business Park
Agent: Jennifer Elverum
Case Planner: Morgan Dennis, Planner I

Erin Fagan, Planner II, read the item into the record.

Morgan Dennis, Planner I, presented the staff report into the record.

Dustin Brown, Chair, asked if there were any questions or discussion from the Board. Hearing none.

Mr. Brown asked whether anyone was present to provide testimony on behalf of the applicant. Hearing none.

Mr. Brown opened the meeting for public comment. Hearing none, public comment was closed.

Mr. Brown asked if there were any questions or discussion from the Board. Hearing none.

Michael O'Donnell made the motion to approve the Conditional Use request for the use of Outdoor Sales and Outdoor Storage at Lot 2, Block 1, Overland Trails Business Park, as presented by the applicant, as the application meets all review criteria outlined in the Unified Development Code (UDC) Section 2.2.4.d. Erin LeBlanc seconded the motion.

Mr. Brown asked if there were any questions or discussion from the Board. Hearing none.

Roll Call: Motion to approve the request passed unanimously.

ITEM B: PUDC-26-79: Variance Request to Allow a 6 Foot Building Setback within the (LI) Light Industrial Zone.

Location: 2420 E. 7th Street
Agent: Tim Gentleman
Case Planner: Morgan Dennis, Planner I

Erin Fagan, Planner II, read the item into the record.

Morgan Dennis, Planner I, presented the staff report into the record.

Dustin Brown, Chair, asked if there were any questions or discussion from the Board. Hearing none.

Mr. Brown asked whether anyone was present to provide testimony on behalf of the applicant.

Tim Gentleman provided additional details regarding the delay in securing new permits within the 12-month period following the property's destruction by natural disasters.

Mr. Brown opened the meeting for public comment. Hearing none, public comment was closed.

Mr. Brown asked if there were any questions or discussion from the Board. Hearing none.

Erin LeBlanc made the motion to approve the Setback Variance request for 2420 E 7th Street, reducing setback requirements from 25 feet to 6 feet from the Nationway frontage to allow a building to be constructed with access to existing water and sewer lines, noting that the application meets all review criteria. Charity Campfield seconded the motion.

Mr. Brown asked if there were any questions or discussion from the Board. Hearing none.

Roll Call: Motion to approve the request passed unanimously.

ITEM 5: OTHER BUSINESS/ STAFF ANNOUNCEMENTS

Dustin Brown, Chair, opened the meeting for any other business from staff or members of the Board.

- Charles Bloom presented the following updates:
  - Next Meeting: June 18, 2026
  - Safe Kids Day (MPO SS4A Plan): Saturday, May 23, 2026, 10:00AM – 1:00PM

ITEM 6: MEETING ADJOURNED: 6:10 PM

Misile Pacheco
City Staff

Board Official