

MCCOOK CITY COUNCIL

REGULAR MEETING

**Wednesday, October 9, 2024
12:00 PM - City Council Chambers**

Call to Order and Roll Call.

Open Meetings Act Announcement.

Items

1. Approve the minutes of the April 22, 2024 regular Board of Zoning Adjustment meeting.
2. Consider request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street; said variance request, a continuation of the action item taken at the April 22, 2024 Board of Zoning Adjustment meeting whereby the Application in its original form, was denied and an opportunity to expound upon the variance request was granted by the Board of Zoning Adjustment.
3. Elect new officers - Chairperson, Vice-Chairperson, and Secretary.

Adjournment.

**CITY MANAGER'S REPORT
OCTOBER 9, 2024 BOARD OF ZONING ADJUSTMENT MEETING**

ITEM: **1.**

Approve the minutes of the April 22, 2024 Board of Zoning Adjustment meeting.

BACKGROUND:

Receive and approve the minutes.

**FISCAL
IMPACT:** None.

APPROVALS:



Lea Ann Doak, City Clerk

October 7, 2024

Board of Zoning Adjustment
Monday, April 22, 2024
5:30 P.M. Central

A MEETING OF THE BOARD OF ZONING ADJUSTMENT OF THE CITY OF MCCOOK, NEBRASKA convened in open, regular, and public session at 5:30 o'clock P.M. in the City Council Chambers.

Present: Board members Haney, Larson, Moore, Weber.

Absent: Chair Reitz; Vice Chair Hilker.

Due to the absence of both the Chair and Vice Chair, City Manager Schneider was selected to run the meeting.

City Officials present: City Manager Schneider, City Attorney Mustion, City Clerk Doak, Assistant City Manager Koetter.

Notice of the meeting was given in advance thereof by publication in the McCook Daily Gazette on April 18, 2024, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to all members of the Board of Zoning Adjustment. Availability of the agenda was communicated in the advance notice. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

City Manager Schneider announced that a copy of the Open Meetings Act was posted by the entrance to the Council Chambers and available for public review.

1. Approve the minutes of the February 21, 2024 regular Board of Zoning Adjustment meeting.

Motion to approve the minutes of the February 21, 2024 regular Board of Zoning Adjustment meeting. This motion, made by Haney and seconded by Weber, passed.

Hilker: ABSENT, Reitz: ABSENT, Haney: YEA, Larson: YEA, Moore: YEA, Weber: YEA
YEA: 4, NAY: 0, ABSENT: 2

2. Public Hearings and Regular Agenda.

- 2.A. Public Hearing - request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street; applicant: Ron Nelson, contractor; land owner: Sherlyn Hegstad.

Motion to recess and convene a public hearing for the purpose of receiving public comment on the request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street; applicant: Ron

Nelson, contractor; land owner: Sherlyn Hegstad, with the City Attorney to act as hearing officer. This motion, made by Weber and seconded by Larson, passed.

Hilker: ABSENT, Reitz: ABSENT, Haney: YEA, Larson: YEA, Moore: YEA, Weber: YEA
YEA: 4, NAY: 0, ABSENT: 2

The City Attorney offered and received into evidence Exhibit #1 - City Manager's Report prepared for the April 22, 2024 Board of Zoning Adjustment meeting (1 page); Exhibit #2 - Notice of Public Hearing (1 page); Exhibit #3 - Variance Application and attachments (9 pages); Exhibit #4 - Findings and Determinations of the Board of Zoning Adjustment (4 pages); and Exhibit #5 - copy of Article 25 - Board of Zoning Adjustment of the McCook Zoning Ordinance (3 pages).

City Manager Schneider reviewed the information presented in Exhibit #1.

Discussion was held by the board. Discussion included what the size of the garage would be; what the distance would be from the alley; and the location of the gas line on the north.

Ron Nelson was present to address questions from the Board. The 6' setback requirement makes entering garage challenging. With a 3' set back it will be more straight making it easier to enter garage by using existing driveway.

There being no one else present to comment, motion to adjourn the public hearing and to reconvene as the Board of Zoning Adjustment. This motion, made by Weber and seconded by Haney, passed. Hilker: ABSENT, Reitz: ABSENT, Haney: YEA, Larson: YEA, Moore: YEA, Weber: YEA
YEA: 4, NAY: 0, ABSENT: 2

2.B. Consider request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street; applicant: Ron Nelson, contractor; land owner: Sherlyn Hegstad; and that the applicant has satisfactorily demonstrated that the variance criteria have been met.

Mr. Nelson was informed that approval of his variance request required a super majority vote – all four board members present must vote to approve. Mr. Nelson decided to move forward with the request.

Each board member was asked to complete the “Findings and Determinations of McCook Board of Zoning Adjustment Form” regarding the proposed variance request. A member must vote yes on all questions in order to vote for approval of the variance. City Attorney Mustion reviewed the forms, three forms were yes, with one form being no.

To allow the applicant to address questions and concerns from the Board, a motion was made to table and reschedule consideration of the variance request. This motion, made by Haney and seconded by Larson, passed.

Hilker: ABSENT, Reitz: ABSENT, Haney: YEA, Larson: YEA, Moore: YEA, Weber: YEA
YEA: 4, NAY: 0, ABSENT: 2

Adjournment.

There being no further business to come before the Board, City Manager Schneider declared the meeting adjourned at 5:59 P.M.

Lea Ann Doak, City Clerk-Treasurer
Recording Secretary

CITY MANAGER'S REPORT
OCTOBER 9, 2024 BOARD OF ZONING ADJUSTMENT MEETING

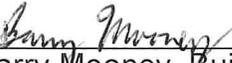
Item A Consider a request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street, said variance request a continuation of the action item taken at the April 22, 2024 Board of Zoning Adjustment meeting whereby the Application in its original form was denied and an opportunity to expound upon the variance request was granted by the Board of Zoning Adjustment.

BACKGROUND:

At the April 22, 2024 Board of Zoning Adjustment meeting, a variance request from Ron Nelson/Sherlyn Hegstad was presented and tabled for the reason that the request did not conform with the City of McCook's variance criteria. Mr. Nelson was given the opportunity to provide additional information in order to meet McCook's variance criteria. Mr. Nelson has supplemented his original request, said supplement included with this packet.

Mr. Nelson will be required to relay how his variance request (with the supplemental information) complies with McCook's Zoning Ordinance Article 25 requirements. If unable to satisfy the requirements, said request should be denied.

APPROVALS:

 _____ Lea Ann Doak, City Clerk	October 7, 2024
 _____ Nathan A. Schneider, City Manager	October 7, 2024
 _____ Barry Mooney, Building Inspector	October 7, 2024



City of McCook Building & Zoning Department
PO Box 1059 • 505 West C Street
McCook, NE 69001
(308) 345-2022 • (308) 345-1461 fax
bldginsp@cityofmccook.com
www.cityofmccook.com

August 9, 2024

Ron Nelson/Sherlyn Hegstad
812 Norris Ave.
McCook, NE 69001

RE: Variance Hearing

To Whom It May Concern,

This letter concerns the Variance Hearing for the proposed detached garage located at 803 W. 3rd Street. At the present time the Board of Zoning Adjustment is needing additional information for the proposed detached garage in order to proceed with the public hearing. If you could have this additional information delivered to the city administrative offices by August 19th, 2024 so city staff can review prior to the August 26th, 2024 Board of Zoning Adjustment meeting.

Please contact my office (308-345-2022 Ext. 232) if you have any additional questions or concerns. Your cooperation is greatly appreciated.

Sincerely,

Barry Mooney
Building Inspector

Buildings & Zoning,

Without the 6' to 3' setback
it is impossible to enter
(Hardship)

New Garage and Drive RV or
vehicle through. The extra 3'
and moving Garage door opening

* closer to s.w. corner, Lets us achieve
the building at New Garage.

I've included more sketches
and sizes of garage plans.

Also measurements of things.

* circled in New Garage drawings

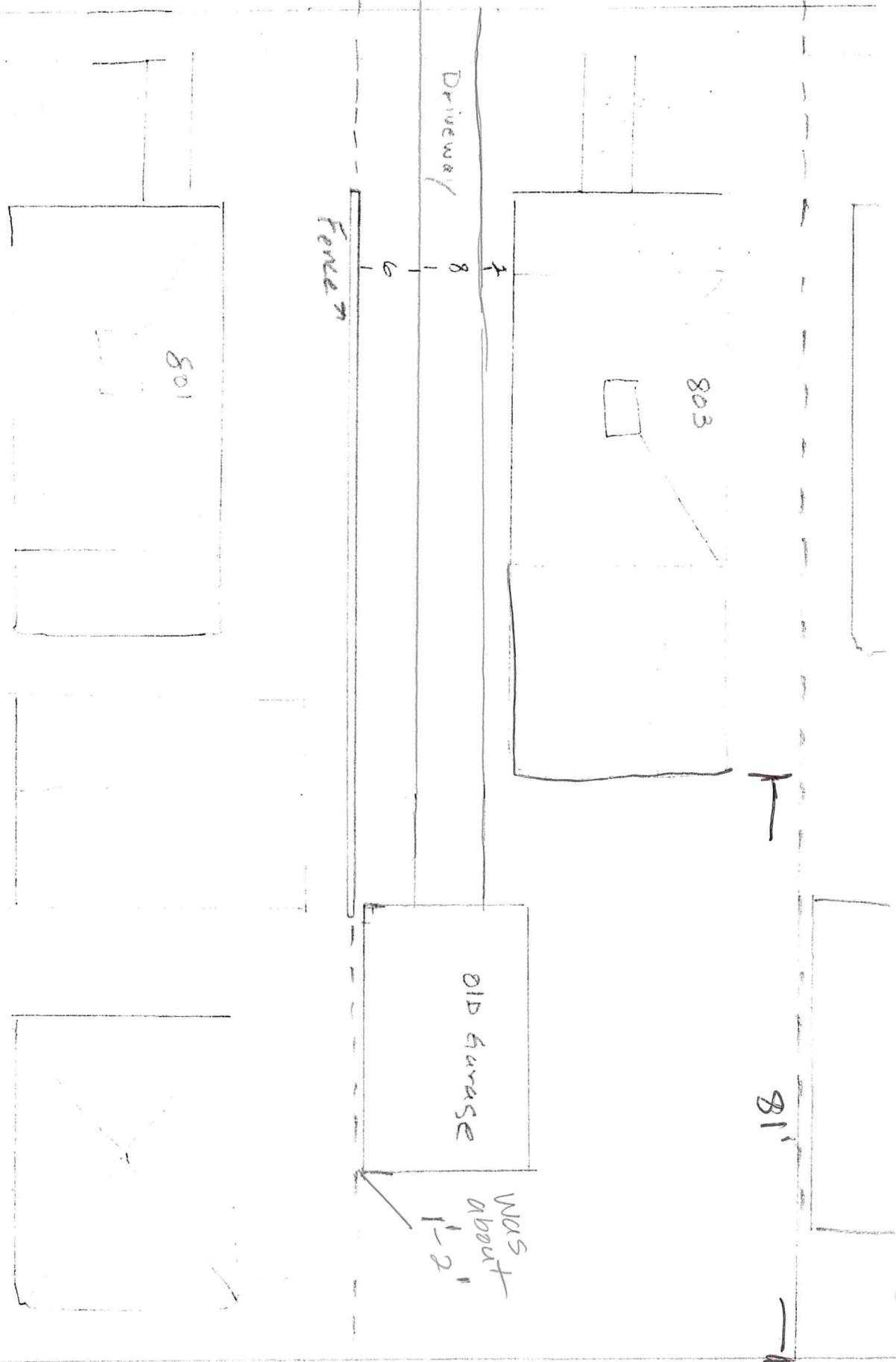
The placement of things
on New garage plans aren't
all going to be used. I will
be moving trees around to fit
our needs. I will be going by
code and will be and have been
working w/ Barry to achieve
the project.

Asking for a vote of Yes
to variance of 6' to 3' setback.

Any question or met me at
Location call 308-340-0688

Thanks Ron Nelson / Sherlyn
Hegstad

Old Garage



Driveway

Fence

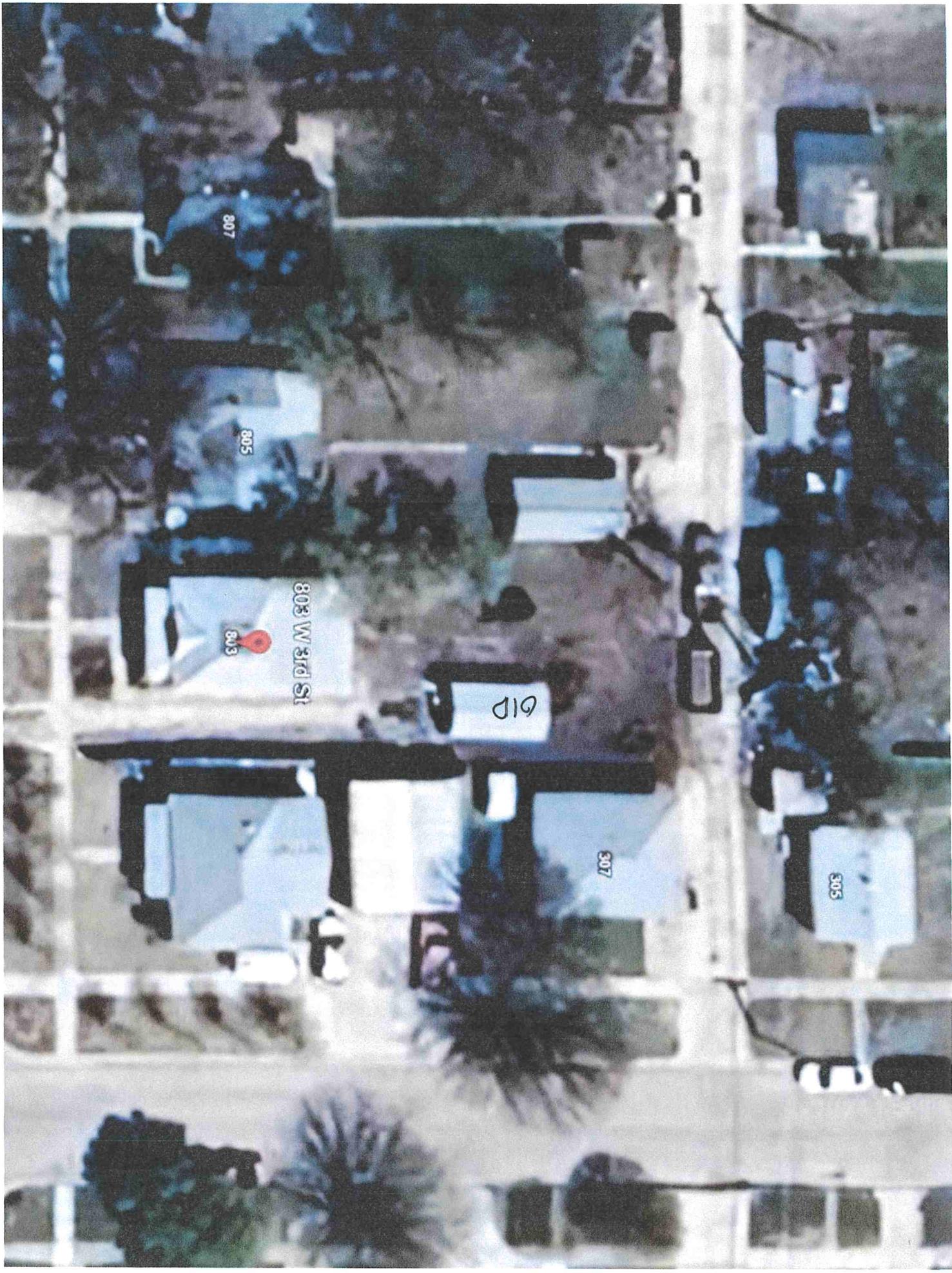
801

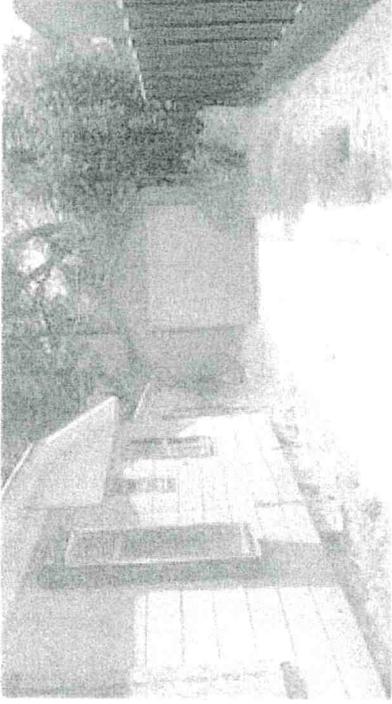
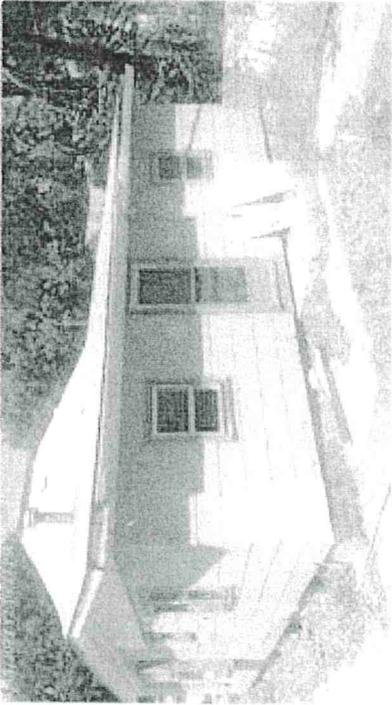
803

Old Garage

81'

was about 1-2'





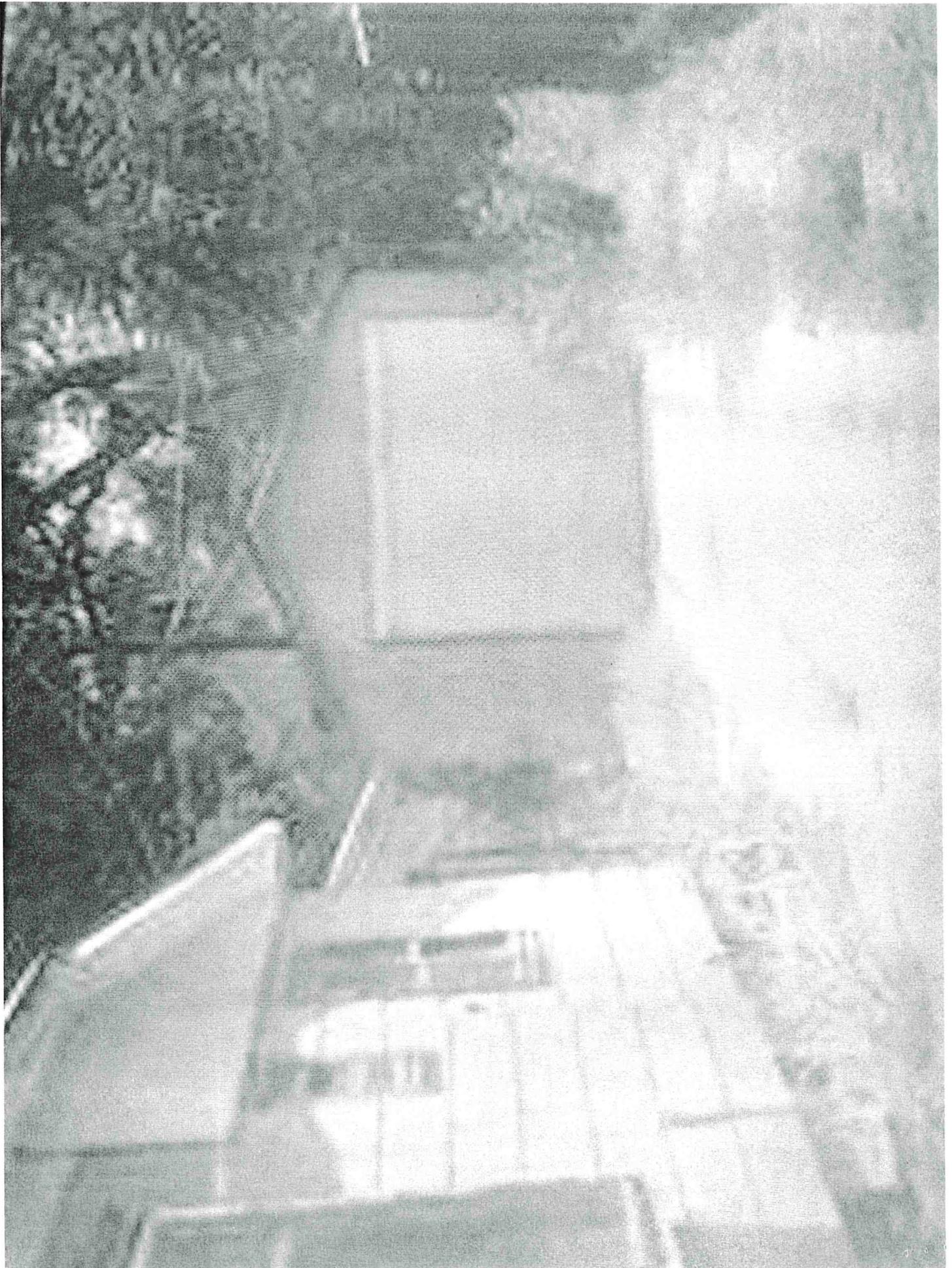
Sketches



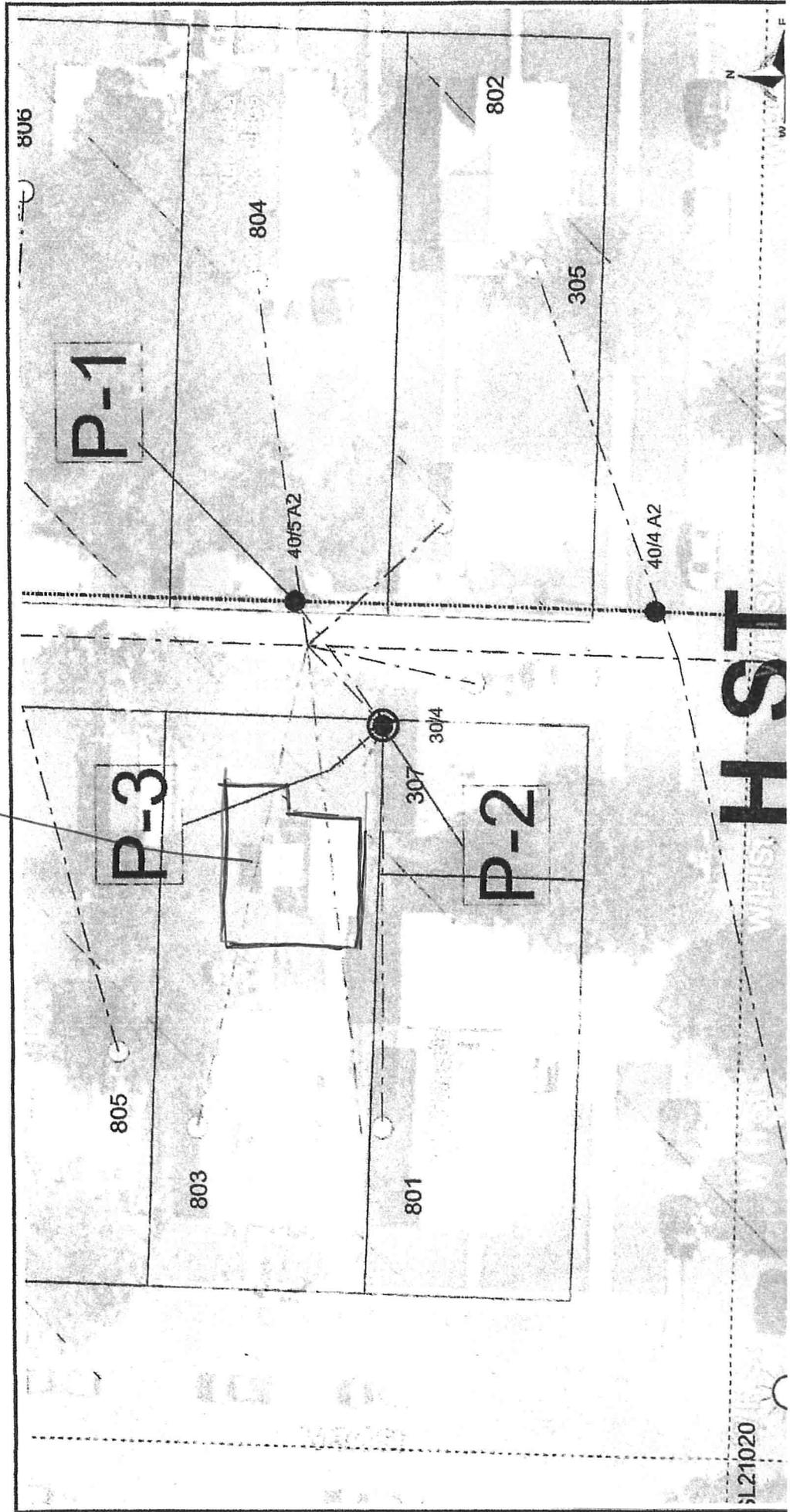
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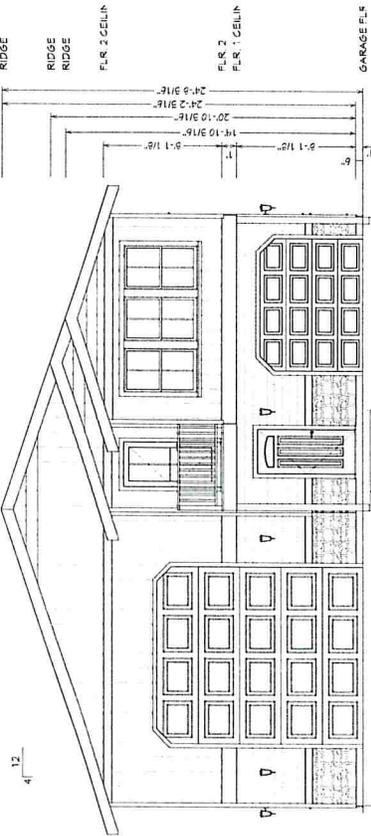
Property Record Card(s) - [faint text]

User: Privacy Policy - GDPR Privacy Notice
Last Data Upload: 8/15/2024, 8:32:13 PM

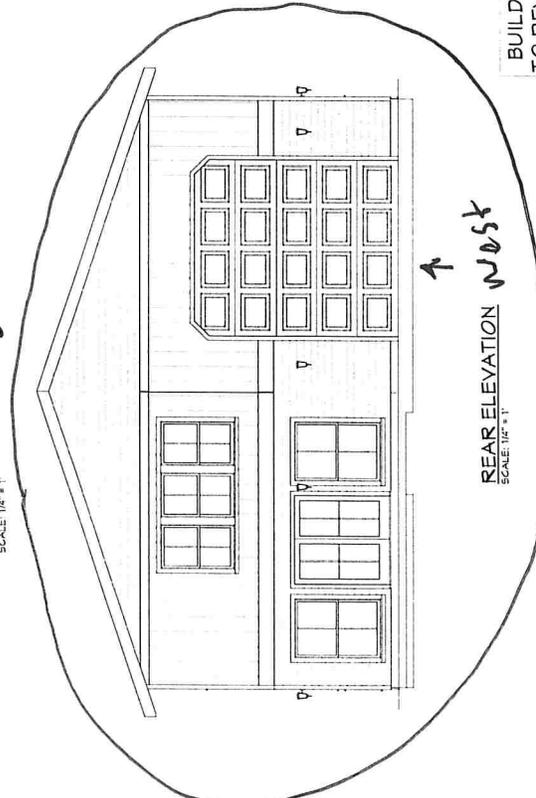


Proposed New Garage
with new variance



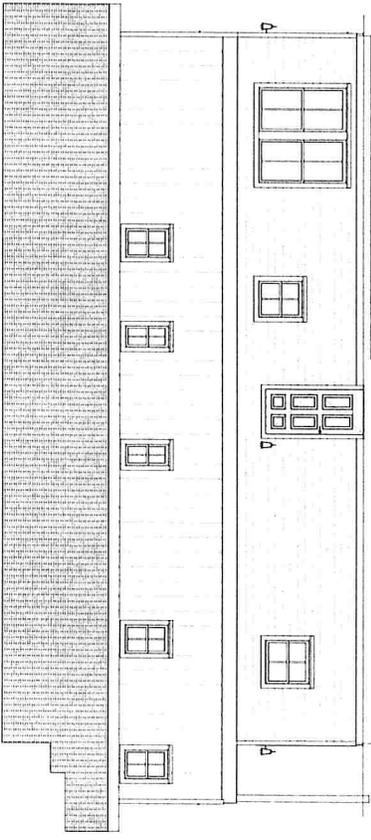


FRONT ELEVATION East
SCALE: 1/4" = 1"

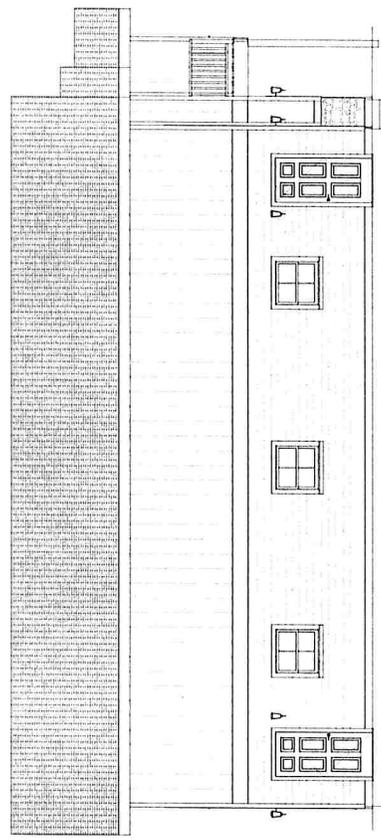


40x48 House
#40X48H2C

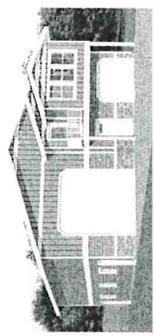
SQUARE FEET: 1,613 (652 1st, 961 2nd)
WIDTH: 40'
DEPTH: 52'
EXTERIOR WALL STRUCTURE: 2X6 STUDS



RIGHT ELEVATION North
SCALE: 1/4" = 1"



LEFT ELEVATION South
SCALE: 1/4" = 1"

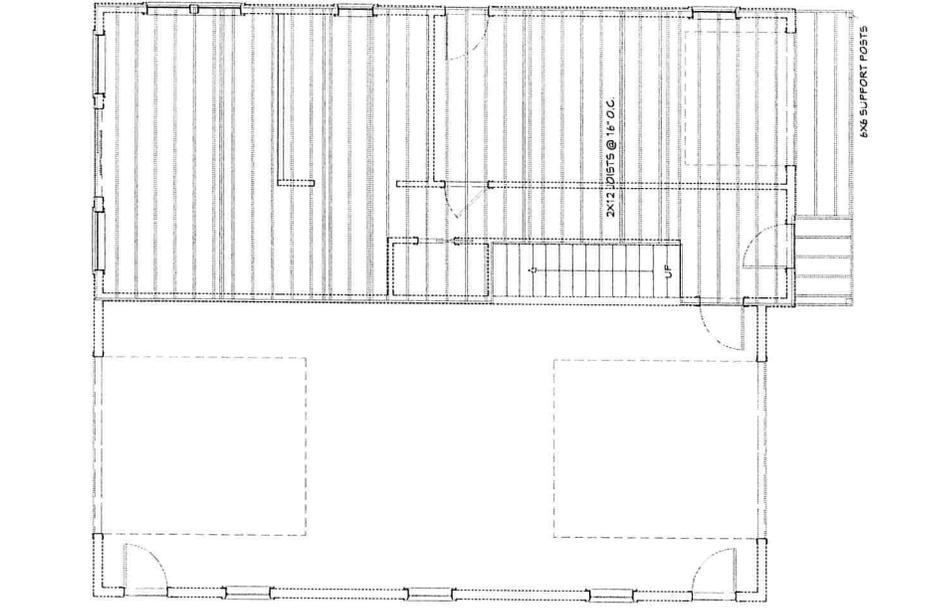


BUILDING CONTRACTOR/HOME OWNER
TO REVIEW AND VERIFY ALL DIMENSIONS,
AND SPECS BEFORE CONSTRUCTION
BEGINS. BUILDING TO BE BUILT AS
PER LOCAL CODE REQUIREMENTS.

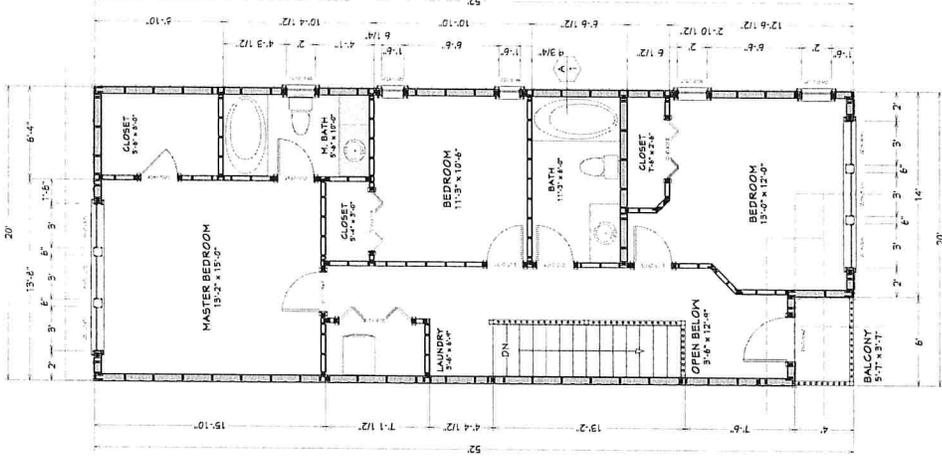
To the best of my knowledge these plans are drawn to comply with owner's and/or builder's specifications and any changes made on them after prints are made will be done at the owner's and/or builder's expense and responsibility. The contractor shall verify all dimensions and enclosed drawing. E.F.P. is not liable for errors. While every effort has been made in the preparation of this plan to avoid mistakes, the maker cannot guarantee against human error. The contractor and he/she must check all dimensions and other details prior to construction and be solely responsible thereafter. All calculations and member sizing should be verified for your building by a certified building official.

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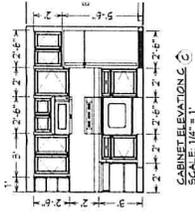
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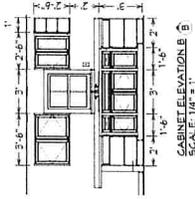
2ND FLOOR PLAN
SCALE: 1/4" = 1'



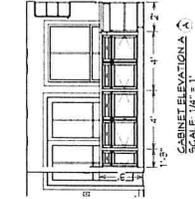
MAIN FLOOR PLAN
SCALE: 1/4" = 1'



CABINET ELEVATION A
SCALE: 1/4" = 1'



CABINET ELEVATION B
SCALE: 1/4" = 1'



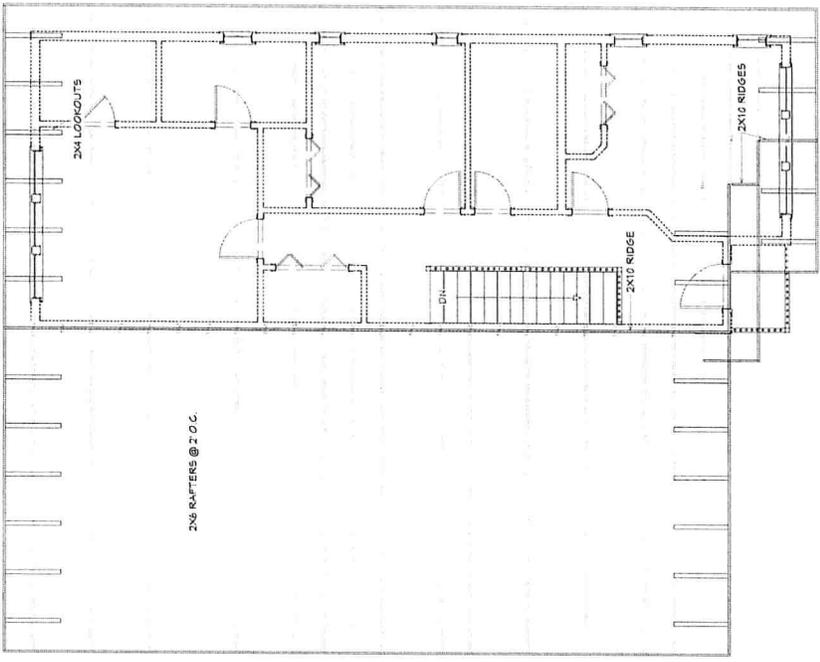
CABINET ELEVATION C
SCALE: 1/4" = 1'

NUMBER	DOOR SCHEDULE	DOOR	QTY	FLOOR	COMMENTS
D01	D01-130140	1	1	1ST	130140
D02	D02-4070	1	1	1ST	4070
D03	D03-2445	1	1	1ST	2445
D04	D04-2445	1	1	1ST	2445
D05	D05-2445	5	2	1ST	2445
D06	D06-5265	6	1	1ST	5265
D07	D07-5265	1	1	1ST	5265
D08	D08-5265	2	2	1ST	5265
D09	D09-5265	1	2	1ST	5265
D10	D10-2365	1	1	1ST	2365
D11	D11-2365	1	1	1ST	2365
M01	M01-1452	2	2	1ST	DOUBLE HUNG
M02	M02-2550	2	2	1ST	DOUBLE HUNG
M03	M03-2550	2	2	1ST	DOUBLE HUNG
M04	M04-2550	4	1	1ST	DOUBLE HUNG
M05	M05-2550	6	2	1ST	DOUBLE HUNG
M06	M06-2550	2	2	1ST	DOUBLE HUNG
M07	M07-2550	2	1	1ST	DOUBLE HUNG
M08	M08-2550	2	1	1ST	DOUBLE HUNG
M09	M09-2550	2	1	1ST	DOUBLE HUNG

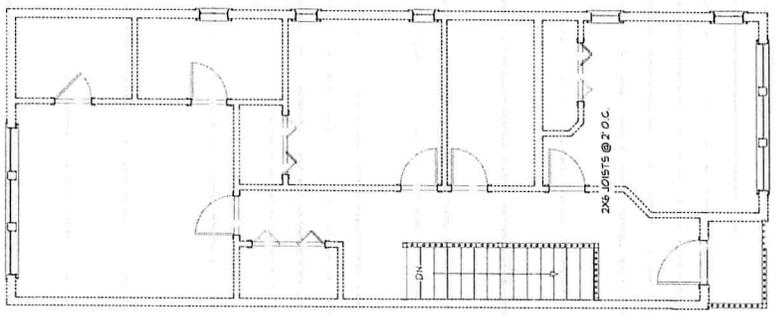
40x48 House
#40X48H2C

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ROOF FRAMING PLAN
SCALE: 1/4" = 1'

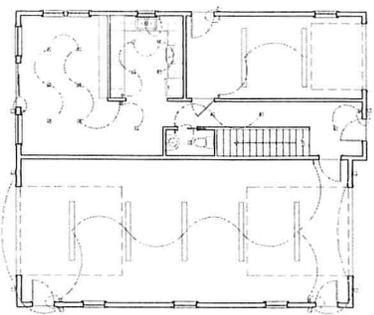


CEILING FRAMING PLAN
SCALE: 1/4" = 1'

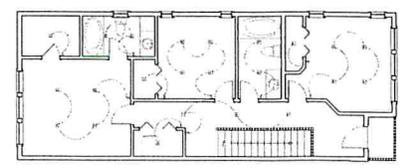
ALL ITEMS TO BE INSTALLED AS PER ACTUAL JOBSITE CONDITIONS. ELECTRICAL CODES AND HOME OWNER OR INTERIOR LIGHTING CONSULTANT. SHOWN IS SUGGESTED PLACEMENT OF LIGHTING AND SWITCHING AND MUST BE APPROVED BY HOMEOWNER PRIOR TO WORK.

- ⊗ RECESSED DOWN LIGHT
- PORCH LANTERN
- ▭ 48" FLUORESCENT LIGHT

40x48 House
#40X48H2C



MAIN F.L.R. LIGHTING PLAN



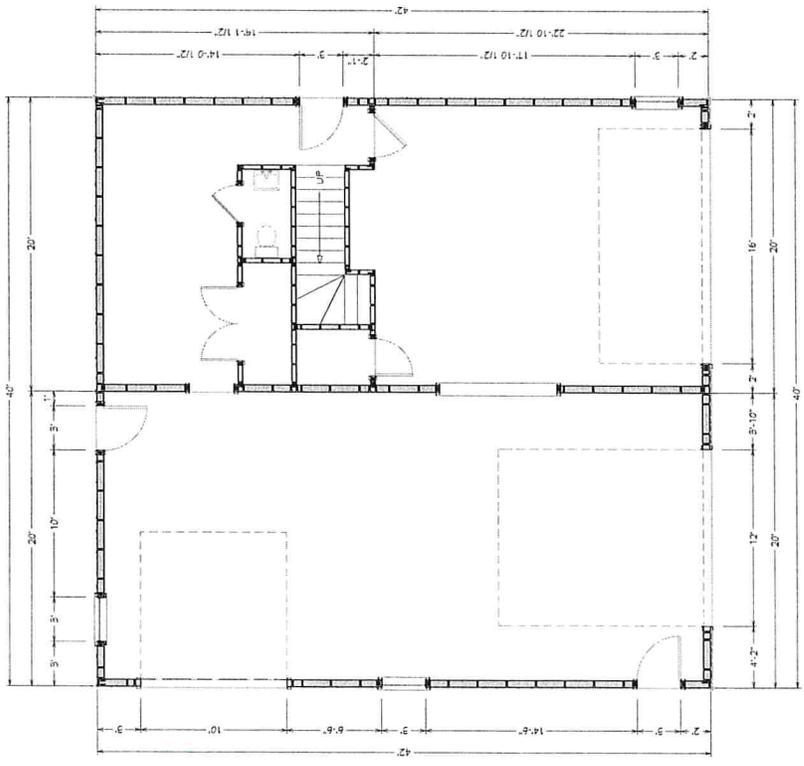
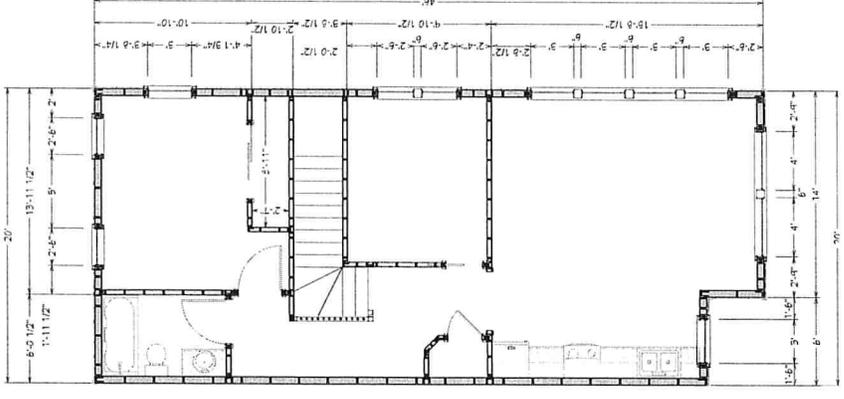
2ND F.L.R. LIGHTING PLAN

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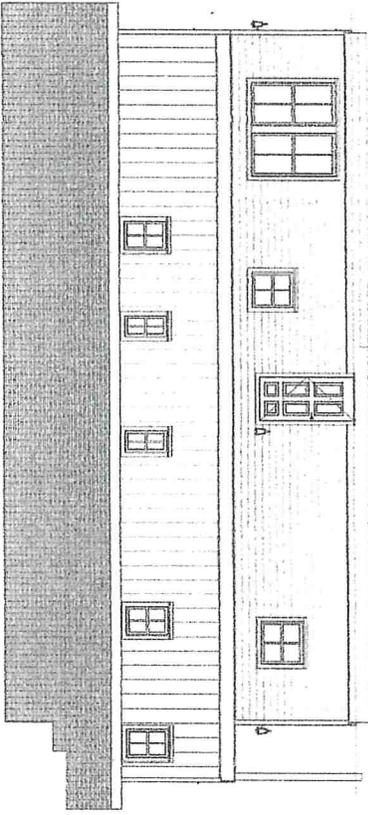
IDEAS

40x48 House
#40X48H2C

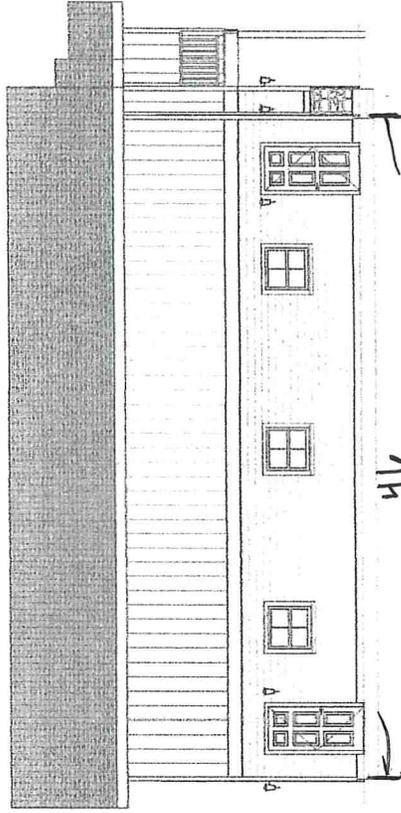


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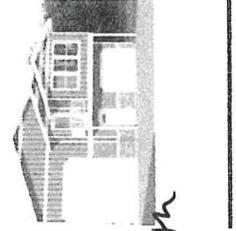
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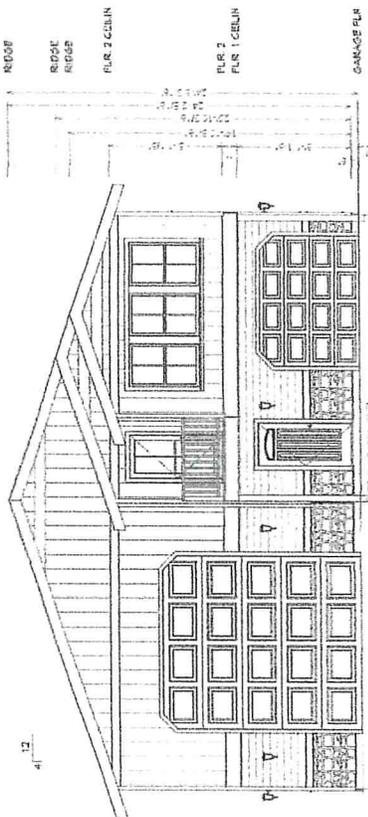
RIGHT ELEVATION
SCALE: 1/4" = 1'



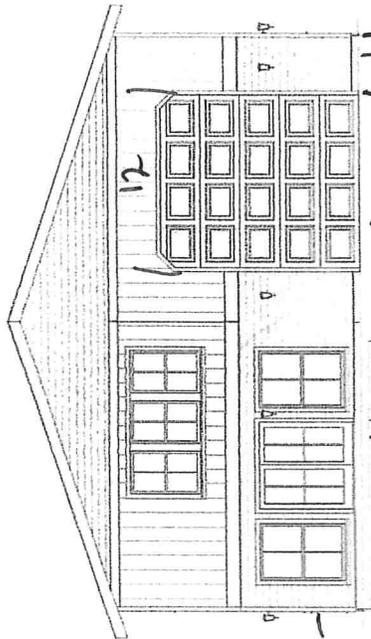
LEFT ELEVATION
SCALE: 1/4" = 1'



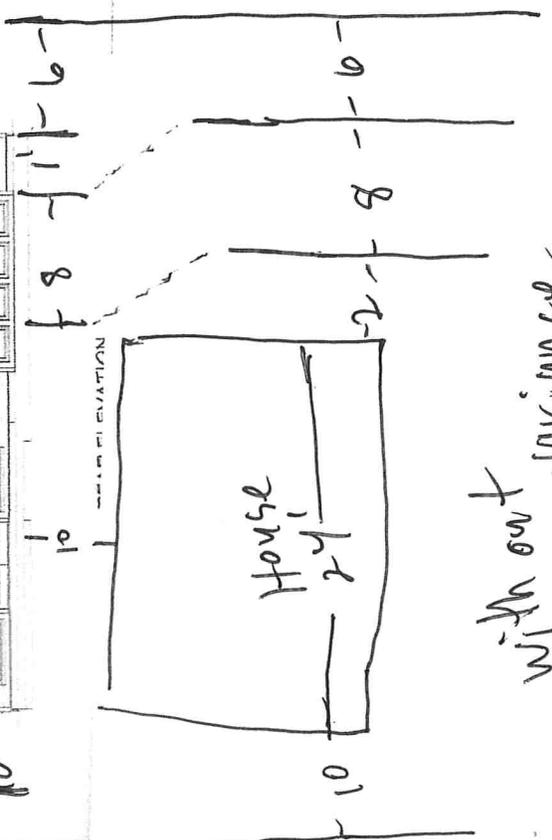
46
9 1/4' minimum width
40' length
45' max



FRONT ELEVATION
SCALE: 1/4" = 1'



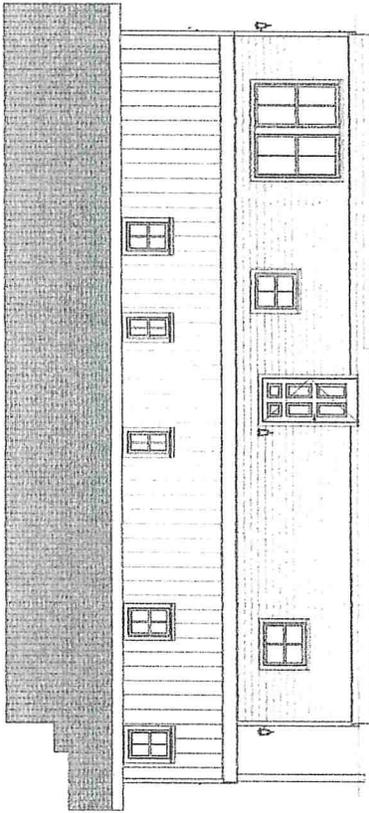
REAR ELEVATION
SCALE: 1/4" = 1'



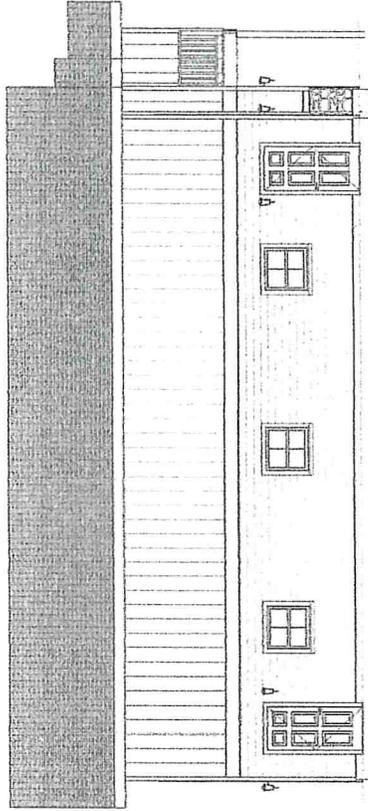
with out variance

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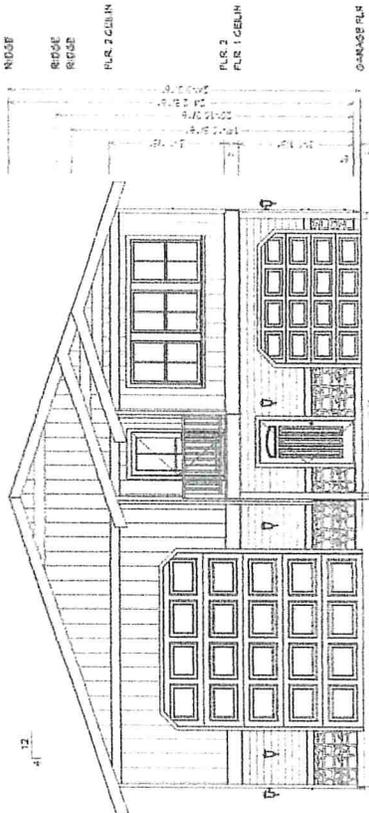
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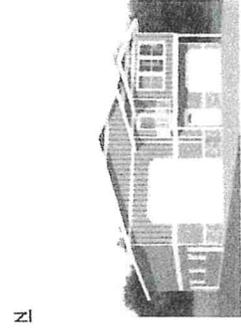
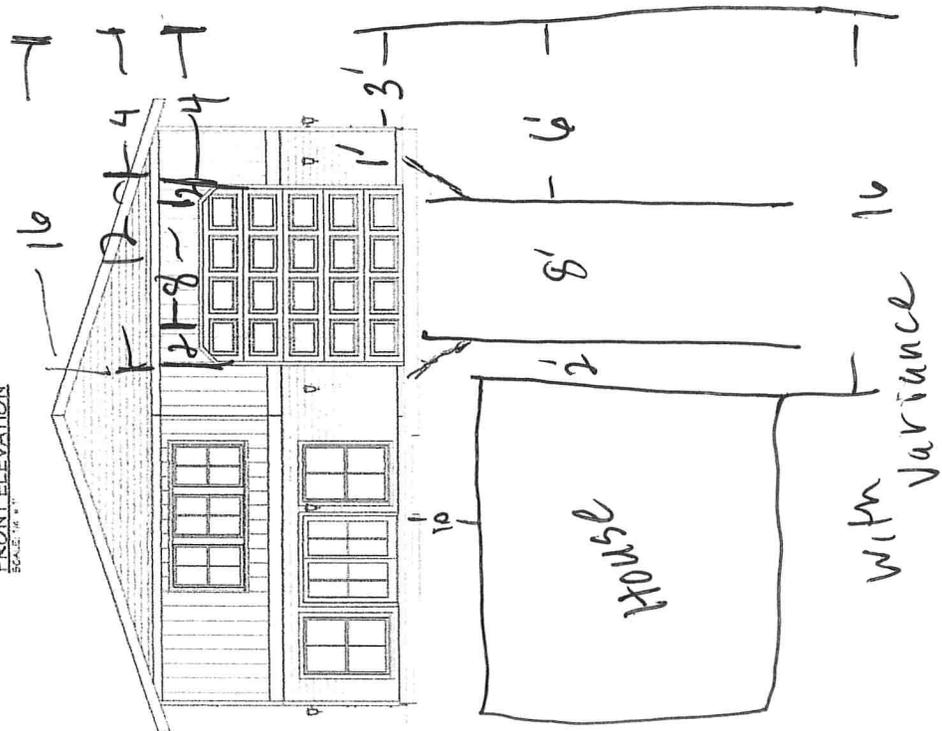
RIGHT ELEVATION
SCALE: 1/4" = 1'



FRONT ELEVATION
SCALE: 1/4" = 1'



ROOF
 RIDGE
 RIDGE
 FUR 2 CEILING
 FUR 1 CEILING
 GARAGE FUR



N

INFORMATION PRESENTED FOR THE
PUBLIC HEARING ON
APRIL 22, 2024

CITY MANAGER'S REPORT
APRIL 22, 2024 BOARD OF ZONING ADJUSTMENT MEETING

2.A. & 2.B.

Item A. Consider a request for a variance of the side yard setback requirement for an interior lot from 6' to 3' in a Residential Medium Density (RM) District, property located at 803 West 3rd Street.

BACKGROUND:

Ron Nelson, on behalf of his sister Sherlyn Hegstad, has submitted a variance application for her residential property located at 803 West 3rd Street. Nelson/Hegstad request the grant of a side yard variance for the placement of a detached garage. Per McCook's Zoning Ordinance, accessory buildings are to be located a distance of 6' from the side yard property line. The applicants request a variance of 6' to 3'.

In years past, the property at issue had a garage located to the southeast of the existing house. The garage was located just off the southeast side yard property line prior to its demolition. The original driveway still exists that marks the location of the demolished garage. The applicants would like to use the existing driveway to access a new garage. If a variance is granted, the new garage would sit 3' back of the side yard property line.

City staff has had an opportunity to review the request. The application contains diagrams which show the old garage location and the proposed new garage location relative to the existing driveway.

The applicants have indicated that the property owners to the south of the lot are comfortable with the request. Documentation of the neighbors' consent is included.

APPROVALS:



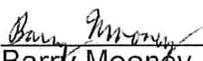
Lea Ann Doak, City Clerk

April 17, 2024



Nathan A. Schneider, City Manager

April 17, 2024



Barry Mooney, Building Inspector

April 17, 2024

EXHIBIT #1

PAGE(S) - 1

NOTICE OF HEARING

**REQUEST FOR
VARIANCE**

NOTICE IS HEREBY GIVEN that the duly appointed Board of Zoning Adjustment of the City of McCook, Nebraska, will hold a public hearing in the McCook City Council Chambers, 505 West "C" Street, at 5:30 P.M. on April 22, 2024.

Said hearing is for the purpose of presenting a request for a variance of the side yard setback requirement from 6' to 3', in the Residential Medium Density District (RM). APPLICANT: Ron Nelson, contractor. LAND OWNER: Sherlyn Hegstad. LEGAL: Lot 8, Block 7, First Addition to the City of McCook, Red Willow County, Nebraska. ADDRESS: 803 West 3rd Street, McCook

ANY AND ALL PERSONS desiring to comment on the above-described request will be given an opportunity to be heard. Please direct all inquiries to Nate Schneider, McCook City Manager at 308-345-2022 ext. 225.

-s- Lea Ann Doak
City Clerk

Publish: April 18, 2024.

EXHIBIT #2

PAGE(S) - 1

INSTRUCTIONS TO APPLICANT FOR A VARIANCE

1. Apply for building permit.
2. You will be sent a letter of denial for your building permit, stating the reason your building permit cannot be issued by the Building Department.
3. Receive Variance Application from Building Department.
4. Complete Variance Application and submit to the Building Department. Proof of ownership and legal description must be included. A filing fee of \$75.00 is due with application. Checks should be made payable to the City of McCook.
5. Application will be reviewed by the City of McCook Zoning Administrator.

You will be notified by letter of either the recommended approval or recommended denial of your application. Application will be forwarded to the Board of Zoning Adjustment for final determination. The applicant will be notified of the scheduled Board of Zoning Adjustment hearing.

6. The Board of Zoning Adjustment meets on the fourth Monday of each month at 5:30 P.M. at the Municipal Facility, in the City Council Chambers, 505 West "C" Street.
7. If Board determines that they cannot grant a variance, applicant, or effected party, may present a petition to the District Court. Appeal must be filed within 15 days.
8. If the Board grants the variance, you must then supply the Building Department with the information to approve the building permit. No building permit will be issued before the appeals period has ended.
9. If the variance is for a property setback, and is approved by the Board of Zoning Adjustments, the certificate will need to be filed with the Red Willow County Clerk. This filing fee must be paid to the City of McCook before a building permit will be issued.

McCool's Zoning

Asking for a 3' side setback

Old Garage was built on property line and Driveway was built for it.

New Garage to do same thing needs moved over to make entering garage possible.

By moving setback on south side to 3' allows us to enter and exit garage with NO issues.

We are planning on driving vehicles such as R.V. and on pickup-camper through garage doors so with long vehicles it becomes impossible/hardship at a 6' side setback.

Also on North side of lot is a gas line that would not have to be moved if I get our 3' setback request

Thank you
any question 340-0688
Ron Nelson

VARIANCE APPLICATION

APPLICATION NO. _____ DATE: _____

FEE ATTACHED: _____

APPLICATION COMPLETE: _____ SIGNED: Ruhder

Applicant

1. Applicant's Name: Ron Nelson

2. Applicant's Address: 812 Norris Phone: 308/340/0688
Email Address: rustac48@gmail.com

3. Address of Property Affected: 803 West 3rd

4. Legal Description of Property: D 3 29 First Addition to McCook BLK 7
Lot 8

5. Zoning _____ Corner Lot? Yes _____ No X

6. Applicant's interest in the Property (i.e. owner, tenant), attached proof of ownership:
Brother/contractor of owner Sherlyntressstad

7. Description of variance requested: (Example: Variance of side lot set back requirement from 5 feet to 3 feet). side lot set back
from 6 feet to 3 feet

8. Sections of Zoning Ordinance No. 2016-2929 which are affected (to be completed by staff)

ARTICLE: 9 - 21

SECTION: 2103

9. Draw the general area of your property and structure (existing and proposed) and adjacent properties and structures. (Not to scale).

N
W E
S

The Applicant must provide proof that the following criteria are met regarding the parcel of property for which the variance is being requested:

1. Referring to the specific parcel of property,
 - a) the parcel of property is exceptionally narrow;
 - b) the parcel of property is exceptionally shallow; or
 - c) the shape of the parcel of property is exceptional.

OR

 - d) the parcel of property has exceptional topographic conditions; or
 - e) the parcel of property has other exceptional or extraordinary conditions.
2. Strict application of the zoning ordinance would result in:
 - a. peculiar and exceptional practicable difficulties to the owner; OR
 - b. exceptional and undue hardships on the owner of such property.
3. Such relief may be granted without:
 - a. substantial detriment to the public good; AND
 - b. without substantially impairing the intent and purpose of the ordinance.
4. No variance shall be authorized unless the Board finds:
 - a. strict application of the zoning ordinance would produce undue hardship;
 - b. such hardship is not shared generally by other properties in the same zoning district and the same vicinity;
 - c. authorization of such variance will not be a substantial detriment to adjacent property and the character of the district will not be changed by granting the variance;
 - d. granting the variance is based upon reason of demonstrable and exceptional hardship as distinguished from variation for purposes of convenience, profit, or caprice.
5. No variance shall be authorized if request is:
 - a. of a general and recurring nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the zoning regulations.

Please provide documentation of the above, such as maps, photographs, or other evidence to substantiate your application.

THE BOARD MUST FIND THAT ALL OF THE ABOVE REQUIREMENTS ARE MET BY THE APPLICANT BY A CONCURRING VOTE OF FOUR MEMBERS OF THE BOARD.

APPLICANT DECLARATIONS

1. The following special conditions or circumstances exist on the land which pose an undue hardship on the applicant: (Describe conditions and circumstances.)

6' set back makes entering Garage challenging
with a 3' set back it will be more
straight for entering garage. by using
existing Driveway and also won't
have to move gas line

2. Please state the minimum variance necessary to permit the proposed construction

3'

3. Without the granting of this variance the applicant would suffer a hardship not suffered by other properties located in the same zoning district and same vicinity.

Yes No

4. The granting of the variance will not adversely affect the rights of the adjacent property owners or residents nor will it confer upon the applicant any special privilege denied by the Zoning Ordinance. Yes No

(Attach approval certifications from adjacent property owners.)

5. The variance will not adversely affect the public health, safety, morals, order, convenience or welfare. Yes No

ADJACENT PROPERTY OWNER CERTIFICATION

I, Tildon K. Walber, own the property adjacent to that for which this variance is requested. I hereby certify that I do not have any objection to or reservations about the granting of the variance requested.

SIGNED: Tildon K. Walber

ADDRESS: 801 West 30th St

McCook, NE. 69001

ADJACENT PROPERTY OWNER CERTIFICATION

I, JERRY S. LARSON, own the property adjacent to that for which this variance is requested. I hereby certify that I do not have any objection to or reservations about the granting of the variance requested.

SIGNED: Jerry S. Larson

ADDRESS: 307 WEST H ST.

ADJACENT PROPERTY OWNER CERTIFICATION

I, _____, own the property adjacent to that for which this variance is requested. I hereby certify that I do not have any objection to or reservations about the granting of the variance requested.

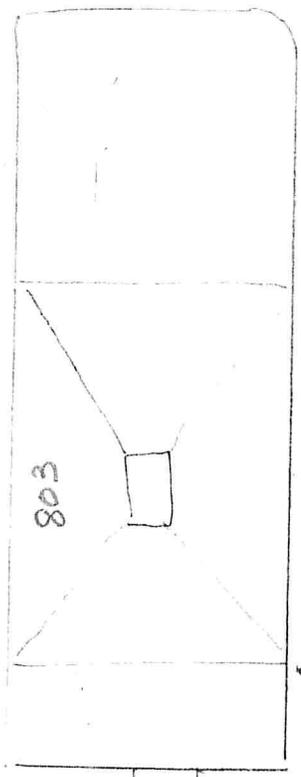
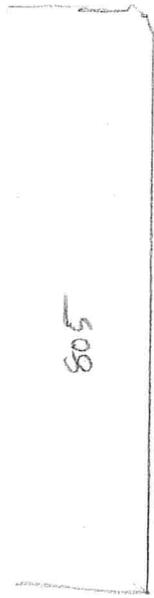
SIGNED: _____

ADDRESS: _____

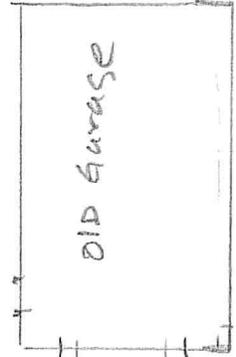
①



805



803

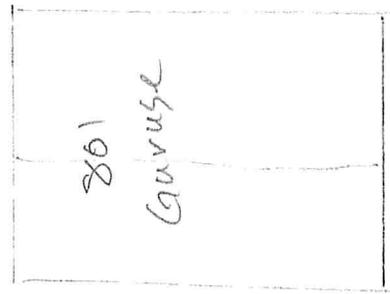


OLD GARAGE

7 8 6

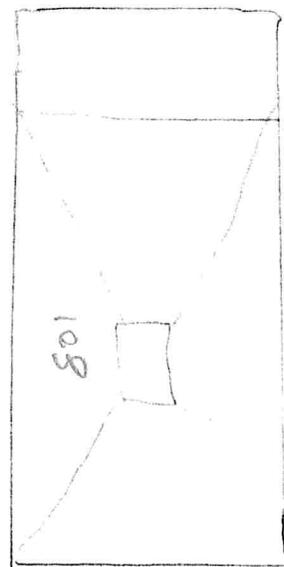
Driveway

Fence

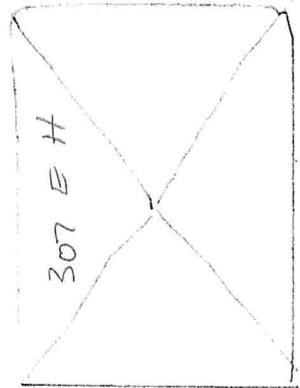


801

Garage



801



307 E H

805

2

Gas line

803

New Garage

Driveway 8

6

801
Garage

801

Weber

307 E.H.

Larson



**FINDINGS AND DETERMINATIONS OF
MCCOOK BOARD OF ZONING ADJUSTMENT**

DATE: _____

SIGNED: _____
Chairman

VARIANCE CRITERIA

JUSTIFIES VARIANCE

	<u>YES</u>	<u>NO</u>
1. Referring to the specific parcel of property,		
a) the parcel of property is exceptionally narrow;	_____	_____
b) the parcel of property is exceptionally shallow; or	_____	_____
c) the shape of the parcel of property is exceptional.	_____	_____
OR		
d) the parcel of property has exceptional topographic conditions; or	_____	_____
3) the parcel of property has other exceptional or extraordinary conditions.	_____	_____
2. Strict application of the zoning ordinance would result in:		
a) peculiar and exceptional practicable difficulties to the owner; OR	_____	_____
b) exceptional and undue hardships on the owner of such property.	_____	_____
3. Such relief may be granted without:		
a) substantial detriment to the public good; AND	_____	_____
b) without substantially impairing the intent and purpose of the ordinance.	_____	_____
4. No variance shall be authorized unless the Board finds:		
a) The strict application of the provisions of the Zoning Ordinance would produce an undue hardship on the applicant.	_____	_____

- b) Such hardship is not generally shared by other properties in the same zoning district and in the same vicinity. _____
 - c) The granting of such variance will not be of substantial detriment to adjacent property and the character of the district will not be changed. _____
 - d) The variance request is based upon reasons of demonstrable and exceptional hardship as distinguished from convenience, profit or caprice. _____
5. The variance requested is not so general or of re-occurring nature that it might more reasonably be addressed through a change in the Zoning Regulations. _____
6. The applicant has filed a proper and complete application. _____
7. Application for a variance submitted must demonstrate the following:
- A. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not found in the same zoning district and which were not created by an action of the property owner or the applicant; _____
 - B. The reduction of the minimum requirements of this Ordinance which would be necessary to permit the proposed use or construction; _____
 - C. The literal interpretation of the provision of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance; _____
 - D. The granting of the variance will not adversely affect the rights of adjacent property owners or residents nor will it confer upon the applicant any special privilege denied by this Ordinance to other land or structures in the same district; _____
 - E. The variance will not adversely affect the public health, safety, morals, order, convenience or welfare; _____
 - F. The variance requested is the minimum variance that will make possible the reasonable use of the land or structure; _____
 - G. Granting the variance requested will not be opposed to the general spirit and intent of this Ordinance. _____
8. The notice of meeting appeared in the paper and applicants and other parties of interest have been sent written notice of the meeting at which a hearing on the variance request is being considered. _____

9. The variance requested does not allow a use not permissible under the Zoning Ordinance in the district in which it is presently located.

BOARD OF ZONING ADJUSTMENT DECISION

The McCook Board of Zoning Adjustment hereby determines that the variance should _____ be granted, _____ not be granted, _____ be granted with conditions. Conditions, modifications or safeguards prescribed as a part of the variance approval are as follows: _____

Variance criteria not met are as follows: _____

Dated this _____ day of _____, 20 ____.

ARTICLE 25

BOARD OF ZONING ADJUSTMENT

Article 25 - Board of Zoning Adjustment

Section 2501. Creation, Members, Meetings, Rules.¹ There is hereby established a Board of Zoning Adjustment. The word BOARD, when used in this Zoning Ordinance, shall be construed to mean the Board of Zoning Adjustment. The Board of Zoning Adjustment is appointed by the City Council and shall consist of five (5) regular members, plus one (1) additional member designated as an alternate who shall attend and serve only when one of the regular members is unable to attend for any reason.

One (1) member only of the City Board of Zoning Adjustment shall be appointed by the City Council from membership of the Planning Commission and the loss of membership on the Planning Commission by such member shall also result in the immediate loss of membership on the Board of Zoning Adjustment and the appointment of another Planning Commissioner to the Board of Zoning Adjustment. One (1) member of the board of adjustment shall reside outside of the corporate boundaries of the City but within its extraterritorial zoning jurisdiction.

The members appointed shall serve for terms of three (3) years and be removable for cause by the City Council upon written charges and after public hearing. Vacancies shall be filled by appointment for the unexpired term.

The Board of Zoning Adjustment shall annually in October elect one of its members as Chairperson, another as Vice-Chairperson, who shall act as Chairperson in the Chairperson's absence, and appoint a Secretary, who may be an officer or an employee of the City. Each shall serve until his or her successor has been selected. The presence of four (4) members of the Board shall be necessary to constitute a quorum.

All meetings of the Board shall be open to the public. Meetings of the Board shall be held at the call of the Chairperson and at such other times as the Board may determine. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, if absent or failing to vote, indicating the fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be a public record. The Board shall adopt from time to time any rules and regulations as it may deem necessary, to carry the appropriate provisions of this Zoning Ordinance into effect and all of its resolutions and order shall be in accordance therewith.

Section 2502. Appeals to Board, Record of Appeal, Hearing and Stays. Appeals to the Board of Zoning Adjustment may be taken by any person aggrieved or by any officer, department, board or bureau of the City affected by any decision of the administrative officer. Such appeal shall be taken within a reasonable time, as provided by the rules of the Board, by filing with the officer from whom the appeal is taken and with the Board of Zoning Adjustment a notice of appeal specifying the grounds thereof. The officer from whom the appeal is taken shall forthwith transmit to the Board all the papers constituting the record upon which the action appealed from was taken.

An appeal stays all proceedings in furtherance of the action appealed from, unless the officer from whom the appeal is taken certifies to the Board of Zoning Adjustment after the notice of appeal shall have been filed with him that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board of Zoning Adjustment or by a court of record on application of notice to the officer from whom the appeal is taken and on due cause shown.

¹Revised September 18, 2017 - Ordinance No. 2017-2951

The Board of Zoning Adjustment shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person or by agent or by attorney.

Section 2503. Powers and Jurisdiction Relating to Administrative Review. The Board of Zoning Adjustment shall have the power to hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by an administrative official or agency based on or made in the enforcement of any zoning regulation or any regulation relating to the location or soundness of structures or to interpret any map, except that the authority to hear and decide appeals shall not apply to decisions made under Article 24 of this Ordinance.

Section 2504. Powers and Jurisdiction Relating to Variances. The Board of Zoning Adjustment shall have the power, where by reason of exceptional narrowness, shallowness or shape of a specific piece of property at the time of the enactment of this Ordinance, or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property, the strict application of any regulation under this Ordinance would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardships upon the owner of such property, to authorize upon an appeal relating to the property, a variance from such strict application so as to relieve such difficulties or hardship, if such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of this Ordinance.

1. No such variance shall be authorized by the Board unless it finds that the strict application of the Ordinance would product undue hardship; such hardship is not shared generally by other properties in the same zoning district and the same vicinity; the authorization of such variance will not be of substantial detriment to adjacent property and the character of the district will not be changed by the granting of the variance; and the granting of such variance is based upon reasons of demonstrable and exceptional hardship as distinguished from variations for purposes of convenience, profit or caprice;
2. No variance shall be authorized unless the Board finds that the condition or situation of the property concerned or the intended use of the property is not of so general or recurring nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to this Ordinance.
3. A variance from the terms of this Ordinance shall not be granted by the Board of Zoning Adjustment unless and until a written application for a variance is submitted demonstrating the following:
 - A. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not found in the same zoning district and which were not created by an action of the property owner or the applicant;
 - B. The reduction of the minimum requirements of this Ordinance which would be necessary to permit the proposed use or construction;
 - C. The literal interpretation of the provision of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance;
 - D. The granting of the variance will not adversely affect the rights of adjacent property owners or residents nor will it confer upon the applicant any special privilege denied by this Ordinance to other land or structures in the same district;
 - E. The variance will not adversely affect the public health, safety, morals, order, convenience or welfare;

- F. The variance requested is the minimum variance that will make possible the reasonable use of the land or structure;
 - G. Granting the variance requested will not be opposed to the general spirit and intent of this Ordinance.
4. No non-conforming use of neighboring lands, structures or buildings in the same district, and no permitted structures or buildings in other districts shall be considered grounds for the issuance of variance;
 5. Notice of public hearing shall be given as in Section 2502 above; the public hearing shall be held; any party may appear in person, or by agent or by attorney; the Board of Zoning Adjustment shall make findings that the requirements of this section have been met by the applicant for a variance; the Board shall further make a finding that the reasons set forth in the application justify the granting of the variance; the Board shall further make a finding that the reasons set forth in the application justify the granting of the variance; and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure; the Board shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this Ordinance, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare;
 6. In granting any variance, the Board of Zoning Adjustment may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this Ordinance and punishable under Section 2702 of this Ordinance;
 7. Under no circumstance shall the Board of Zoning Adjustment grant a variance to allow a use not permissible under the terms of this Ordinance in the district involved, or any use expressly or by implication prohibited by the terms of this Ordinance in said district.

Section 2505. Board has Powers of Administrative Officer on Appeals; Reversing Decision of Administrative Officer. In exercising the above-mentioned powers, the Board of Zoning Adjustment may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from, and may make such order, requirement, decision or determination as ought to be made, and to that end shall have all the powers of the officer from whom the appeal is taken.

The concurring vote of four (4) members of the Board shall be necessary to reverse any order, requirement, decision or determination of any such officer, or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance or to affect any variation in this Ordinance.

Section 2506. Appeals to District Court. Any person or person, jointly or severally, aggrieved by any decision of the Board of Zoning Adjustment, may appeal as provided by Section 19-912 Neb. Rev. Stat., 1943.

**CITY MANAGER'S REPORT
OCTOBER 9, 2024 BOARD OF ZONING ADJUSTMENT MEETING**

ITEM: 2.

RECOMMENDATION:

Elect new officers - Chairperson, Vice-Chairperson, and Secretary.

BACKGROUND:

As outlined in Article 25 - Board of Zoning Adjustment, Section 2501 (attached for reference), the Board annually in October elects one of its members as Chairperson, another as Vice-Chairperson, who shall act as Chairperson in the Chairperson's absence, and appoint a Secretary, who may be an officer or an employee of the city. Each shall serve until his or her successor has been selected. In years past the Board has approved that the City provide a secretary for the meetings.

**FISCAL
IMPACT:** None.

RECOMMENDATION:

Elect new officers - Chairperson, Vice-Chairperson, and Secretary.

APPROVALS:



Lea Ann Doak, City Clerk-Treasurer

October 7, 2024



Tera Koetter, Assistant City Manager

October 7, 2024



Nathan A. Schneider, City Manager

October 7, 2024

ARTICLE 25

BOARD OF ZONING ADJUSTMENT

Article 25 - Board of Zoning Adjustment

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One (1) member only of the City Board of Zoning Adjustment shall be appointed by the City Council from membership of the Planning Commission and the loss of membership on the Planning Commission by such member shall also result in the immediate loss of membership on the Board of Zoning Adjustment and the appointment of another Planning Commissioner to the Board of Zoning Adjustment. One (1) member of the board of adjustment shall reside outside of the corporate boundaries of the City but within its extraterritorial zoning jurisdiction.

The members appointed shall serve for terms of three (3) years and be removable for cause by the City Council upon written charges and after public hearing. Vacancies shall be filled by appointment for the unexpired term.

The Board of Zoning Adjustment shall annually in October elect one of its members as Chairperson, another as Vice-Chairperson, who shall act as Chairperson in the Chairperson's absence, and appoint a Secretary, who may be an officer or an employee of the City. Each shall serve until his or her successor has been selected. The presence of four (4) members of the Board shall be necessary to constitute a quorum.

All meetings of the Board shall be open to the public. Meetings of the Board shall be held at the call of the Chairperson and at such other times as the Board may determine. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, if absent or failing to vote, indicating the fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board and shall be a public record. The Board shall adopt from time to time any rules and regulations as it may deem necessary, to carry the appropriate provisions of this Zoning Ordinance into effect and all of its resolutions and order shall be in accordance therewith.

Section 2502. Appeals to Board, Record of Appeal, Hearing and Stays. Appeals to the Board of Zoning Adjustment may be taken by any person aggrieved or by any officer, department, board or bureau of the City affected by any decision of the administrative officer. Such appeal shall be taken within a reasonable time, as provided by the rules of the Board, by filing with the officer from whom the appeal is taken and with the Board of Zoning Adjustment a notice of appeal specifying the grounds thereof. The officer from whom the appeal is taken shall forthwith transmit to the Board all the papers constituting the record upon which the action appealed from was taken.

An appeal stays all proceedings in furtherance of the action appealed from, unless the officer from whom the appeal is taken certifies to the Board of Zoning Adjustment after the notice of appeal shall have been filed with him that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board of Zoning Adjustment or by a court of record on application of notice to the officer from whom the appeal is taken and on due cause shown.

¹Revised September 18, 2017 - Ordinance No. 2017-2951

The Board of Zoning Adjustment shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person or by agent or by attorney.

Section 2503. Powers and Jurisdiction Relating to Administrative Review. The Board of Zoning Adjustment shall have the power to hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by an administrative official or agency based on or made in the enforcement of any zoning regulation or any regulation relating to the location or soundness of structures or to interpret any map, except that the authority to hear and decide appeals shall not apply to decisions made under Article 24 of this Ordinance.

Section 2504. Powers and Jurisdiction Relating to Variances. The Board of Zoning Adjustment shall have the power, where by reason of exceptional narrowness, shallowness or shape of a specific piece of property at the time of the enactment of this Ordinance, or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property, the strict application of any regulation under this Ordinance would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardships upon the owner of such property, to authorize upon an appeal relating to the property, a variance from such strict application so as to relieve such difficulties or hardship, if such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of this Ordinance.

1. No such variance shall be authorized by the Board unless it finds that the strict application of the Ordinance would product undue hardship; such hardship is not shared generally by other properties in the same zoning district and the same vicinity; the authorization of such variance will not be of substantial detriment to adjacent property and the character of the district will not be changed by the granting of the variance; and the granting of such variance is based upon reasons of demonstrable and exceptional hardship as distinguished from variations for purposes of convenience, profit or caprice;
2. No variance shall be authorized unless the Board finds that the condition or situation of the property concerned or the intended use of the property is not of so general or recurring nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to this Ordinance.
3. A variance from the terms of this Ordinance shall not be granted by the Board of Zoning Adjustment unless and until a written application for a variance is submitted demonstrating the following:
 - A. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not found in the same zoning district and which were not created by an action of the property owner or the applicant;
 - B. The reduction of the minimum requirements of this Ordinance which would be necessary to permit the proposed use or construction;
 - C. The literal interpretation of the provision of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance;
 - D. The granting of the variance will not adversely affect the rights of adjacent property owners or residents nor will it confer upon the applicant any special privilege denied by this Ordinance to other land or structures in the same district;
 - E. The variance will not adversely affect the public health, safety, morals, order, convenience or welfare;

- F. The variance requested is the minimum variance that will make possible the reasonable use of the land or structure;
 - G. Granting the variance requested will not be opposed to the general spirit and intent of this Ordinance.
4. No non-conforming use of neighboring lands, structures or buildings in the same district, and no permitted structures or buildings in other districts shall be considered grounds for the issuance of variance;
 5. Notice of public hearing shall be given as in Section 2502 above; the public hearing shall be held; any party may appear in person, or by agent or by attorney; the Board of Zoning Adjustment shall make findings that the requirements of this section have been met by the applicant for a variance; the Board shall further make a finding that the reasons set forth in the application justify the granting of the variance; the Board shall further make a finding that the reasons set forth in the application justify the granting of the variance; and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure; the Board shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this Ordinance, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare;
 6. In granting any variance, the Board of Zoning Adjustment may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this Ordinance and punishable under Section 2702 of this Ordinance;
 7. Under no circumstance shall the Board of Zoning Adjustment grant a variance to allow a use not permissible under the terms of this Ordinance in the district involved, or any use expressly or by implication prohibited by the terms of this Ordinance in said district.

Section 2505. Board has Powers of Administrative Officer on Appeals; Reversing Decision of Administrative Officer. In exercising the above-mentioned powers, the Board of Zoning Adjustment may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from, and may make such order, requirement, decision or determination as ought to be made, and to that end shall have all the powers of the officer from whom the appeal is taken.

The concurring vote of four (4) members of the Board shall be necessary to reverse any order, requirement, decision or determination of any such officer, or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance or to affect any variation in this Ordinance.

Section 2506. Appeals to District Court. Any person or person, jointly or severally, aggrieved by any decision of the Board of Zoning Adjustment, may appeal as provided by Section 19-912 Neb. Rev. Stat., 1943.