

CEDAR FALLS BOARD OF RENTAL HOUSING APPEALS
Regular Meeting
August 13, 2018
Mayor's Conference Room
City Hall
220 Clay Street

MINUTES

The Cedar Falls Board of Rental Housing Appeals met on Monday, August 13th, 2018 at 4:30 p.m. in the Mayor's Conference Room, City Hall, 220 Clay Street, Cedar Falls, Iowa. Chris Martin called the meeting to order. Board members present included: Berregaard, Martin, Kranz, McCollum, Wiles, Wingert, and Johnson. Applicant Matt Matthias and Planner Iris Lehmann were also present.

1. The first item on the agenda was the consideration of the Minutes from the July 16, 2018 Regular meeting. Mr. Berregaard made a motion to approve the Minutes as is with a second from Mr. Wingert. The motion was approved with 7 ayes (Berregaard, Martin, Kranz, McCollum, Wiles, Wingert, and Johnson) and 0 nays.
2. Old Business – None.
3. New Business –
 - a. Mr. Martin introduced the first item on the agenda, 1115 Main Street. Ms. Lehmann outlined the staff report and indicated that this request is for an existing rental occupancy to increase back to four individuals aged 18 years or older at transfer. Due to the large lot size, large room sizes, and adequate onsite parking staff recommends approving the appeal to increase the occupancy of 1115 Main Street back to four individuals aged 18 years or older subject to the stipulations listed in the report.

The applicant was not present. The Board agreed that this was a straight forward case. There were no questions or comments.

Mr. Berregaard made a motion to approve the appeal to increase the occupancy of this rental unit back to four (4) individuals aged 18 years and older with the stipulations of the staff report. Ms. Wiles seconded. The motion was approved with 7 ayes (Berregaard, Martin, Kranz, McCollum, Wiles, Wingert, and Johnson).

- b. Mr. Martin introduced the second item on the agenda, 3105 McClain Street. Ms. Lehmann outlined the staff report and indicated that this request is for an existing rental occupancy to increase back to four individuals aged 18 years or older at transfer. Due to the large lot size, adequate room sizes, and onsite parking staff

recommends approving the appeal to increase the occupancy of 3105 McClain Street back to four individuals aged 18 years or older subject to the stipulations listed in the report.

Ms. McCollum asked the applicant about the added bedroom on the main floor. Details about the room were discussed. Ms. Lehmann noted that it is a stipulation in the report that this room will need to meet building and fire codes for a bedroom in order for the occupancy increase to occur. The applicant shared the types of improvements he plans to make to the property once purchased in September. The siding of the house was discussed. There were no other questions or comments.

Ms. McCollum made a motion to approve the appeal to increase the occupancy of this rental unit back to four (4) individuals aged 18 years and older with the stipulations of the staff report. Mr. Berregaard seconded. The motion was approved with 7 ayes (Berregaard, Martin, Kranz, McCollum, Wiles, Wingert, and Johnson).

4. Discussion – Ms. Lehmann reported to the Board that she had spoken to the city attorney about board members visiting the rentals in question on their own. She shared that the members could view the property from the public areas but were not permitted to walk around the property in question. She explained that just like any other legal or public discussion all board members should have the same information and should not be doing their own investigation. The staff report and comments at the meeting provide all the information that they should consider. Ms. Lehmann noted that if the members wanted specific information or specific pictures Ms. Lehmann could obtain that information and share with the entire group.
5. Adjournment – Mr. Wingert made a motion to adjourn at 4:50 p.m. Ms. McCollum seconded the motion. The motion was approved with 7 ayes (Berregaard, Martin, Kranz, McCollum, Wiles, Wingert, and Johnson).

Respectfully Submitted,



Iris Lehmann, Planner I