

MINUTES FOR MINSTER ZONING BOARD OF APPEAL

7:00 PM

Zoning Board Present (P) or Absent (A):

03/30/2026

Steve Bruns	A	Brad Garmann, Pres	P
Ned Sielschott	P	Eric Schmiesing	P
Jean Hinker	P	Jim Hearn	A
Don Harrod ZA	P		

Also Present:

- I. The public hearing was called to order by Brad Garmann at 7:00 pm.
 - a) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an accessory building (pool building) on the northern edge of their backyard property. They would like to erect this building 6 feet off the north property line. The zoning code calls for a 7.5-foot setback for all accessory buildings. A setback variance of 1.5 feet is needed to allow the Falks to construct their detached accessory building. No one was at the meeting to speak about the variance. The proposed building is a 20 x 30 building. N. Sielschott noted that the building size has increased from a 24 x 18-foot building. J. Hinker and N. Sielschott expressed concerns over the size of the building and that it increased in size from what was originally submitted in February. B. Garmann stated that even if a variance was granted there would still be 28.5 feet between structures if the neighbor builds a structure on the setback line.
 - b) A variance request by Adam and Jennifer Will, owners of the property, at 278 South Cleveland Street. The Wills would like to extend their existing garage west towards the front property line. The proposed addition would be 13.4 feet off the front property line. The zoning code calls for an average front yard setback of 23.8 feet. A setback variance of 10.4 feet is needed to allow the Wills to construct the addition onto their garage. No one was at the meeting to speak about the variance. Discussion on the subject by the board centered around the ability to park a vehicle in the driveway if the variance was granted. Board members were concerned that if a variance was granted and a car parked in the driveway, the car would block the sidewalk. It was noted that other properties in the area are close to the right-of-way line, but all have garages setback so that a car overhanging the sidewalk is not a problem.
- II. The regular meeting was called to order by President Garmann at 7:13 pm.
- III. The minutes from February 10, 2026, meeting were read. There were no changes to the minutes. N. Sielschott motioned and J. Hinker seconded to approve the minutes. All voted in favor of the motion to approve the minutes.

IV. New Business

- a) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an accessory building (pool building) on the northern edge of their backyard property. They would like to erect this building 6 feet off the north property line. The zoning code calls for a 7.5-foot setback for all accessory buildings. A setback variance of 1.5 feet is needed to allow the Falks to construct their detached accessory building. There being no further discussion, N. Sielschott made a motion to deny the variance request since the building could be made smaller to comply with the zoning requirements. This was seconded by J. Hinker. A vote was taken with N. Sielschott, J. Hinker and E. Schmiesing voting for the motion and B. Garmann voting against the motion. Motion carries.
- b) A variance request by Adam and Jennifer Will, owners of the property, at 278 South Cleveland Street. The Wills would like to extend their existing garage west towards the front property line. The proposed addition would be 13.4 feet off the front property line. The zoning code calls for an average front yard setback of 23.8 feet. A setback variance of 10.4 feet is needed to allow the Wills to construct the addition onto their garage. Being no further discussion, N. Sielschott made a motion to deny the variance request, and this was seconded by J. Hinker. All voted in favor.

V. Old Business

There were no old business presented to the board.

VI. Comments:

Harrod stated that letters were sent out to the Air B&B establishments, but no responses have come in yet. He also stated that there was no more action taken on sheds that were out of compliance with zoning.

VII. Adjournment

N. Sielschott motioned and E. Schmiesing seconded a motion to adjourn at 7:25 pm. Motion passed.

MINUTES FOR MINSTER ZONING BOARD OF APPEAL

7:00 PM

2/10/2026

Zoning Board Present (P) or Absent (A):

Steve Bruns	P	Brad Garmann, Pres	P
Ned Sielschott	P	Eric Schmiesing	P
Jean Hinker	P	Jim Hearn	P
Don Harrod ZA	P		

Also Present:

Peter Falk

Susan Falk

- I. The public hearing was called to order by Brad Garmann at 7:00 pm.
 - a) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an inground pool ten feet off the rear property line. According to the zoning code, a minimum setback for an in-ground pool is 15 feet. A variance up to 5 feet would be required to allow the pool to be installed. Peter Falk explained that they would like to install an in-ground pool closer to the east (rear) property line. If the pool isn't moved further to the east, then the Falks would need to remove some sidewalk and concrete from their patio. Moving the pool closer to the lot line would allow the Falks to maintain their existing patio and sidewalk in the backyard. The Falks are the owners of the property to the east as well. The Falks understand that there is an easement along the east property line and that they may be placing concrete over the gas line in the easement. The Falks stated that they were aware of this and may try to move the pool away from the gas line but are still requesting a variance of up to five feet on the rear yard setback requirement. Discussion occurred on the proposed fence that is to be erected. On the drawing submitted it shows the fence on the lot line. Zoning requires the fence to be off the property line so it can be maintained on both sides without encroaching on the neighboring property. It was stated that the fence needs to be moved away from the property line and the Falks were made aware of that.
 - b) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an accessory building (pool building) on the northern edge of their backyard property. They would like to erect this building on the north property line. The zoning code calls for a 7.5-foot setback for all accessory buildings. A setback variance of 7.5 feet is needed to allow the Falks to construct their detached accessory building. Peter Falk explained that they would like to erect a pool building which would house no equipment but would have dressing rooms, a television etc. He also explained that they have requested that the Village vacate or narrow the right-of-way of Second Street. Harrod explained that if the vacation is approved by council, then the Falks lot would grow by 19 to 20 feet making the variance a moot point. Falks stated that all the neighbors have sent in e-mails approving of the variances and Harrod verified this. It was suggested that the pool house could fit on the other side of the lot. P. Falk stated that the Meiring's who live to the south were opposed to that idea. It was

also suggested that the building be turned ninety degrees and then a smaller variance would be needed. N. Sielschott asked about utilities in the area, and Harrod replied that there were no utilities in the area.

II. The regular meeting was called to order by President Garmann at 7:21 pm.

III. The minutes from the November 11, 2025, meeting were read. Being no changes to the minutes, S. Bruns motioned and N. Sielschott seconded to approve the minutes. All members voted in favor of the motion to approve the minutes.

IV. New Business

a) Election of Officers for the 2026 calendar year.

E. Schmiesing nominated B. Garmann for the position of President and being no further nominations, S. Bruns motioned and N. Sielschott seconded a motion to elect B. Garmann as President. All voted in favor.

B. Garmann nominated S. Bruns for the position of Vice-President and being no further nominations, J. Hinker and E. Schmiesing motioned to elect S. Bruns as Vice-President. All voted in favor.

a) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an inground pool ten feet off the rear property line. According to the zoning code, a minimum setback for an in-ground pool is 15 feet. A variance up to 5 feet would be required to allow the pool to be installed. Being no further discussion, N. Sielschott made a motion to approve the variance request and that it was noted that the fence must be moved to a minimum of two feet off the property line. This was seconded by S. Bruns. All voted in favor.

b) A variance request by Peter and Sue Falk, owners of the property at 212 Lakewood Drive. The Falks would like to install an accessory building (pool building) on the northern edge of their backyard property. They would like to erect this building on the north property line. The zoning code calls for a 7.5-foot setback for all accessory buildings. A setback variance of 7.5 feet is needed to allow the Falks to construct their detached accessory building. There was considerable discussion on how to deal with the request given the fact that the right-of-way of second street may be vacated in the future. Alternatives were presented, with the first being to turn the building ninety degrees and obtain a variance that was further off the property line. Secondly, it was discussed that the board could table the variance request and deal with it once the decision is made to vacate the street. The third option is to deny the request and if the street is not vacated then the Falks could come back and request the variance again. B. Garmann stated that he was more likely to grant a 1.5-foot variance rather than a full seven and a half feet variance. Being no further discussion, J. Hinker made a motion to deny the variance request, and this was seconded by N. Sielschott. All voted in favor.

VI. Old Business

There were no old business presented to the board.

V. Comments:

S, Bruns asked about the renewal permits for the Air B and B and if those who were approved last year have submitted another request for 2026. Harrod said that they have not, but he is in the process of sending out reminder letters to those folks.

VI. Adjournment

N. Sielschott motioned and E. Schmiesing seconded a motion to adjourn at 7:37 pm.
Motion passed.