

**CITY OF WAVERLY**

**BOARD OF ADJUSTMENT MEETING**

**MEETING MINUTES**

**January 26, 2026 WAVERLY CITY OFFICES COMMUNITY MEETING HALL 14130 LANCASHIRE STREET**

## CALL TO ORDER

Kelly Sears called the meeting to order at 5:00 pm. Members responding to roll call were: Ron Dubas, Kelly Sears, Joe Poole and Sonny Fankhauser. Sears acknowledged the Open Meetings Act poster available in the offices and electronically. Notice of the meeting agenda was given to all members of the Board of Adjustment prior to and at the meeting. Notice of the meeting was posted at Russ's Market Express, the US Post Office, the Waverly City Office and The Voice News as well as the Waverly community website.

## APPROVAL OF MINUTES

Motion to approve the minutes of the January 27, 2025, meeting was made by Fankhauser and seconded by Dubas. Motion passed unanimously.

## ELECTION OF OFFICERS

CHAIR: Motion to elect Sears as Chair was made by Fankhauser, seconded by Dubas. Motion passed unanimously.

SECRETARY: Motion to elect Joe Poole as Secretary was made by Fankhauser, seconded by Dubas. Motion passed unanimously.

ALTERNATE: Motion to appoint Sonny Fankhauser as Designated Alternate was made by Dubas, seconded by Sears passed unanimously.

**PUBLIC HEARING**

None.

## REVIEW BOARD OF ADJUSTMENT REGULATIONS & STATE STATUES

Information was provided to the Board by Mike Palm that included the Board of Adjustment By-Laws and the Waverly Board of Adjustment Variance Request Approval or Denial Document. A brief update on the city zoning was provided by Palm.

# ADJOURNMENT

Motion was made by Dubas and seconded by Fankhauser. Motion passed unanimously at 5:08 pm.

Respectfully Submitted,

Joe Poole, Board of Adjustment Secretary