

BOARD OF ADJUSTMENT MEETING MINUTES

Vice Chairperson Pfannkuch called to order the January 21, 2026, regularly scheduled meeting of the Board of Adjustment at 5:30 p.m. in Council Chambers.

Roll Call: Davis, Hammers, Pfannkuch.....Present
Cunningham, Umble.....Absent

Item 1 – Consent Agenda

Item 1a – Minutes of January 7, 2026

Vice Chairperson Pfannkuch asked for any corrections to the meeting minutes of January 7, 2026. Hearing none, Vice Chairperson Pfannkuch declared the minutes approved as presented.

Item 2 – Old Business

There were no Old Business items.

Item 3 – Public Hearings

Item 3a – 3501 EP True Parkway – Variance to allow additional signage square footage – MAHAJAN 1 LLC – VAR-007129-2025 (Deferred from January 7, 2026)

Vice Chairperson Pfannkuch opened the public hearing.

Moved by Board Member Davis, seconded by Board Member Hammers, the Board of Adjustment accepted and made a part of the record all testimony and documents received at this public hearing.

Vote: Davis, Hammers, Pfannkuch.....Yes
Cunningham, Umble.....Absent

Motion carried.

Matt Schulte, CR Signs, Inc., 4701 1st Avenue, Unit 11, Cedar Rapids, Iowa, explained that BP gas station wishes to have the color green on the support posts of the gas canopy. The canopy also has round logo elements. Due to restrictions in the Sign Code, they removed the green on the canopy fascia as that counted towards the square footage, decreased the size of the logos to fit within the fascia band, changed the background color to opaque, and changed the columns so they weren't painted green. BP wished to continue with the variance to have painted columns. The gas station owner did paint the roof green as well.

Vice Chairperson Pfannkuch clarified the name "BP" vs. "Super Quick".

Mr. Schulte answered that the canopy and the pumps are BP but that the building is not actually branded as "BP".

Vice Chairperson Pfannkuch asked for any other questions or comments from the audience and upon hearing none, declared the public hearing item closed.

Brian Portz, Development Services Planner, explained that some of the signage is already up and has been approved. The building is allowed 84 sf: 64 ft in the front and one-half square footage for the side. The side square footage is 36 square feet, so they would be allowed 18 square feet for that side. They

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currently have 79 sf of permitted wall signage but having the green color on the support posts and on the building awning puts them over the allowed square footage. Per City Code, anything that draws attention to a site, such as the green color, is considered signage. The variance request is for the painted portions of the building and the canopy columns. The signs themselves do meet City Code requirements.

Board member Hammers asked for clarification of the additional 239 sf that they’re requesting beyond the 84 sf that they’re allowed and wanted to know what was covered by the 239 sf.

Planner Portz answered that it is for the green canopy support posts and the building roof.

Board member Hammers noted that he feels that their request is a bit excessive compared to what is allowed by Code.

Planner Portz added that they did not seek approval for the green roof that has already been painted.

Vice Chairperson clarified that the monument sign is a separate request. Planner Portz replied that the monument sign has been permitted and is extra allowed signage for the site.

Vice Chairperson Pfannkuch asked for continued discussion or a motion and a second for this item.

Moved by Board Member Hammers, seconded by Board Member Davis, the Board of Adjustment adopted a resolution to deny the variance request based on Staff findings.

Vote: Davis, Hammers, Pfannkuch.....Yes
Cunningham, Umble.....Absent
Motion carried.

Item 4 – New Business

There were no New Business items.

Item 5 – Staff Reports

Development Coordinator Karen Marren briefly noted that at this time there are no items for the February 4th meeting, but staff will reach out to inform the Board.

Item 6 – Adjournment

Vice Chairperson Pfannkuch asked for a motion to adjourn the meeting.

Moved by Board Member Davis, seconded by Board Member Hammers, the Board of Adjustment meeting adjourned at 5:45 p.m.

Angie Pfannkuch, Vice Chairperson

Michelle Riesenber, Recording Secretary