



**MINUTES
BOARD OF ADJUSTMENT MEETING
THURSDAY, AUGUST 15, 2024
City Hall – 625 Swift Boulevard – Council Chamber
6:00 p.m.**

Call to Order:

Chair Raffa called the meeting to order at 6:00 p.m.

Attendance:

Present: Chair Raffa, Vice-Chair Van Hoff and Board member Bricker. Also, in attendance was Planning Manager Stevens, and Administrative Assistant II Kirkpatrick.

Approval of Agenda:

BOARD MEMBER VAN HOFF MOVED AND MEMBER BRICKER SECONDED THE MOTION TO APPROVE THE AGENDA. MOTION PASSED 3-0.

Approval of Minutes:

Chair Raffa presented the meeting minutes of the July 18, 2024 meeting.

BOARD MEMBER VAN HOFF MOVED AND BOARD MEMBER BRICKER SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JULY 18, 2024, AS PRESENTED. MOTION PASSED 3-0.

Public Hearing:

Ms. Kirkpatrick read the Public Hearing Explanation.

New Business

PLN-T2-2024-00004 – 507 George Washington Way Major Variance from Rear Yard Setback

Planning Manager Stevens affirmed that proper notice was given and had received no comments. He then went over the staff report giving the history and proposed changes, and why staff supports approval of variance with conditions of approval. The applicant is asking to construct a home office where an existing garage and carport are currently located with an addition of a restroom.

At the conclusion of the staff report, Chair Raffa opened the public Hearing at 6:13 p.m.

The applicants were present and got up in support of their application. The contractor was also in attendance and spoke in support of the application.

No other public testimony was given.

Chair Van Hoff closed public hearing at 6:15 p.m. and thanked staff for their thorough staff report and presentation.

Vice-Chair Van Hoff asked a question regarding the easement that was mentioned in the staff report. Mr. Stevens brought up the site plan and showed the easement and confirmed that it would not interfere with any structures.

BOARD MEMBER BRICKER MOVED AND VICE-CHAIR VAN HOFF SECONDED THE MOTION TO APPROVE THE VARIANCE REQUEST WITH THE CONDITIONS OF APPROVAL. MOTION PASSED 3-0.

COMMUNICATIONS:

Chair Raffa reminded members to reserve the 3rd Thursday of each month for future meetings, and that there is still one open position on the board.

ADJOURNMENT:

Chair Raffa adjourned the meeting at 6:21 p.m.

PREPARED BY: Carly Kirkpatrick
Carly Kirkpatrick, Administrative Assistant II

APPROVED BY: Justin J. Raffa
Justin Raffa, Chair