

**MINUTES FOR THE BOARD OF ADJUSTMENT MEETING**

November 12, 2018

I. **ATTENDANCE** – The Chair called the meeting to order at 1:00 p.m. in the Council Chambers, 200 East Main Street, November 12, 2018. Members present were: Branden Gross, Jan Meyer, Raquel Carter, Harry Clarke, Thomas Glover and Joan Whitman. Absent was: Chad Needham. Others present were: Josh Dezarn, Division of Engineering; Tracy Jones and Andrea Brown, Department of Law; and Stephen Parker, Traffic Engineering. Staff members in attendance were: Jim Marx, Autumn Goderwis, and Tammye McMullen.

II. **APPROVAL OF MINUTES** – The Chair announced that the minutes of the October 8, 2018, meeting would be considered at this time.

Action – A motion was made by Mr. Clarke, seconded by Ms. Whitman, and carried 6-0 (Needham absent) to **approve** the minutes of the October 8, 2018 meeting.

III. **PUBLIC HEARING ON ZONING APPEALS**

A. **Sounding the Agenda** - In order to expedite completion of agenda items, The Chair sounded the agenda.

a. **ABBREVIATED HEARINGS:**

\*Note – The following case is a continuance from the October 8<sup>th</sup> hearing.

1. **PLN-BOA-18-00066: BERE A CHRISTIAN CHURCH** – requests a conditional use permit to expand a church parking lot in the Agricultural Rural (A-R) zone, at 3894 Iron Works Pike (aka 2689 Berea Rd.) (Council District 12).

The Staff presented revised findings and conditions for approval as follows:

The Staff Recommends: Approval, for the following reasons:

- a. This church has operated on this property for many years and the new parking area containing up to 18 new parking spaces should not result in an intensification of use that would negatively affect the surrounding properties. The new parking lot will create additional parking for the congregation that will accommodate those members who may need closer access to the church entrance.
- b. All necessary public services and facilities are or will be available for the proposed use.

This recommendation of approval is made subject to the following conditions:

1. The new parking area shall be constructed in accordance with the submitted application and a revised site plan, to be approved by the Division of Traffic Engineering.
2. All necessary permits and approvals, including a Paving Permit from the Division of Building Inspection and approval by the Division of Traffic Engineering shall be obtained.
3. The parking area shall be landscaped and screened in accordance with Article 18 of the Zoning Ordinance.
4. Any pole lighting for the parking area shall be of a shoebox or similar design, with light directed downward to avoid disturbing any adjoining or nearby properties.
5. A storm water management plan shall be implemented in accordance with the adopted Engineering Manual, subject to acceptance by the Division of Engineering.

Representation – Sam Brawner, representing the church, was present, and was sworn in at this time. Mr. Brawner indicated that he had received and reviewed the new findings and conditions for approval and agreed to abide by them.

Board Questions and Comments – Mr. Glover questioned the parking on the site plan presented as perpendicular versus slanted. Mr. Brawner responded and explained.

Mr. Clarke indicated that he didn't understand what the site plan change was and asked for an explanation. Ms. Goderwis responded that the new site plan was handed out prior to this case. At this time, Ms. Goderwis presented the new site plan on the overhead projector and further explained the changes.

Mr. Clarke stated that he was concerned about the parking that was presented on the computer screen at his seat. Ms. Goderwis explained that the parking on the computer screen is different than that of what she distributed prior to this case.

Action – A motion was made by Mr. Clarke, seconded by Ms. Whitman and carried 6-0 (Needham absent) to **approve PLN-BOA-18-00066: BERE A CHRISTIAN CHURCH** – request for a conditional use permit to expand a

church parking lot in the Agricultural Rural (A-R) zone, at 3894 Iron Works Pike (aka 2689 Berea Rd.) based on revised findings and conditions that were distributed by the staff at this hearing.

IV. **BOARD ITEMS**

- A. Mr. Glover explained the reason for him wearing his hat at today's hearing. He indicated that it was worn for Veteran's Day "observed", as well as suggestion as to how to approach a Veteran on Veteran's Day.
- B. Mr. Gross recognized Mr. Glover for serving our country as well as serving on several different boards (continuing to serve).

V. **STAFF ITEMS**

- A. **2019 MEETING & FILING SCHEDULE** - As part of its Bylaw-related duties, each year the Board of Adjustment must adopt its Official Meeting and Filing Schedule for the following year. The Meeting and Filing Schedule for 2019 is now in draft form and will be presented to the Board for review and/or discussion prior to its official adoption.

The Board members briefly discussed changing the meeting time back to 1:30 p.m. versus 1:00 p.m.

Action – A motion was made by Mr. Glover, seconded by Ms. Meyer and carried 6-0 (Needham absent) to **adopt the Board of Adjustment meeting and filing schedule for 2019**, changing the meeting time to 1:30 p.m.

Mr. Gross wished everyone a Happy Thanksgiving holiday.

- VII. **NEXT MEETING DATE** – The Chair announced that the next meeting date would be December 10, 2018.

- VIII. **ADJOURNMENT** - There was no further business. The Chair declared the meeting adjourned at 1:17 p.m.

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Branden Gross, Chair

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Joan Whitman, Secretary

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