

# PLANNING AND ZONING COMMITTEE MINUTES March 31, 2015

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## **In Attendance**

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Councilman Yusuf Hakeem, Committee Chair, called the meeting to order at 3:08 p.m. A quorum was present, including Council Chairman Chip Henderson, Vice Chair Dr. Carol Berz and Councilpersons Chris Anderson, Moses Freeman, Russell Gilbert, Larry Grohn, Jerry Mitchell and Ken Smith. Also present was City Attorney Wade Hinton.

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## **Others in Attendance**

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ECD: Gary Hilbert, Director of Land Development; and Council Office: Nicole Gwyn, CMC, Clerk

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## **Approval of Minutes**

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**On motion of Councilman Anderson and second by Councilman Gilbert**, the minutes of the last meeting (March 24, 2015) were approved as published.

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## **PRESENTATION – Board of Zoning Appeals Process**

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Attorney Hinton reviewed the applicant requirements in Sec. 38-565 of the Zoning Ordinance. He made available a copy of a draft amendment to the Zoning Ordinance, reflecting changes discussed in committee last week.

Mr. Hilbert presented a slideshow on the Board Of Zoning Appeals process and policy. A discussion ensued and included the following:

- Delegated powers of Board of Zoning Appeals
- Signs notifying neighbors of changes
- Changing Sec. 38-565(a) to reflect a “300 feet” radius instead of 200 feet
- Consequences for removing zoning signs
- Variance procedures
- Special exceptions permits
- Consulting City Forester about posting signs on trees

Alan Richelson, Chairman of the Board of Zoning Appeals, discussed in depth the exact placement of the zoning signage.

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## **Adjournment**

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There being no further business, Councilman Hakeem adjourned the meeting at 3:40 p.m.