

**EXCERPT FROM
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CITY OF CLEBURNE
ZONING BOARD OF ADJUSTMENT (ZBA)
MINUTES OF THE JULY 20, 2021 MEETING**

The Zoning Board of Adjustment (ZBA) of the City of Cleburne conducted a regular meeting on Tuesday, July 20, 2021, at 5:00 p.m. in the Council Chambers of City Hall located at 10 N. Robinson.

Zoning Board of Adjustment meetings are open to the public and social distancing protocols will be in effect.

BOARD MEMBERS PRESENT:

Robert Ledlow - Chairman
Michael Arthurs
Raydean White
Ross Green
Adam Matthews

BOARD MEMBERS ABSENT:

Julie Hammond – Vice-Chairwoman

CITY STAFF PRESENT:

Danielle Castillo, Planning Manager
David Jellen, Planner
Colt Friedrich, Project Engineer
Lindsey Hale, City Attorney

CITY STAFF ABSENT:

Terry Broumley, Building Official
Laura Melton, Assistant Director of Public Works

MEETING FORMAT:

Ms. Hale, Mrs. Castillo, Mr. Friedrich, and Mr. Jellen were present at the meeting in the Council Chambers.

Chairman Ledlow, Board Member White, Board Member Green and Board Member Matthews were present at the meeting in the Council Chambers.

Board Member Arthurs tuned into the meeting remotely.

CALL TO ORDER:

ROLL CALL FOR THE ESTABLISHMENT OF A QUORUM.

Chairman Ledlow called the meeting to order at 5:00 P.M. and it was established that a quorum was present.

CITIZEN COMMENTS:

There were no citizen comments at this meeting.

APPROVAL OF MINUTES:

The minutes of the May 18, 2021 meeting were considered.

Chairman Ledlow called for a motion to approve the minutes of the Zoning Board of Adjustment meeting of May 18, 2021. Board Member White made a motion to approve the minutes and Board Member Arthurs seconded the motion. The motion to approve the minutes carried by a vote of 5-0.

ITEMS FOR CONSIDERATION:

Consider a request for a variance from the requirements of §155.37(C), §155.37(E) and §155.37(G) of the Code of Ordinances: Primary District Regulations, specifically a reduction of the minimum lot area and the minimum building setbacks for the property located at 728 and 730 East Brown Street, as requested by Mirgon Enterprises Series LLC, represented by Martha Miranda, **Case VC21-003**

Danielle Castillo, Planning Manager, presented the case to the Board.

Chairman Ledlow questioned staff regarding the requested variances.

Mrs. Castillo explained that there were three (3) variances being requested.

Chairman Ledlow questioned staff regarding the approval of each of the variances.

Mrs. Castillo explained that each variance would need to be noted within the motion.

Chairman Ledlow questioned staff regarding the measurement of the front-yard setback.

Mrs. Castillo explained that the measurement of the front-yard setback is typically done from the edge of the sidewalk, as opposed to the edge of the street.

Chairman Ledlow opened the public hearing and swore in the applicant, Martha Miranda.

Ms. Miranda briefed the Board on the request. She explained that the requested variances to the building setbacks were consistent with the City's recently adopted substandard parcel ordinance.

Chairman Ledlow questioned staff regarding the City's substandard parcel ordinance.

Mrs. Castillo reviewed the provisions of the City's substandard parcel ordinance. She explained that the subject property did not meet the qualifications for a substandard parcel, but that the requested variances to the building setbacks were consistent with that ordinance.

Chairman Ledlow questioned staff regarding the existing front-yard setbacks of the properties within the vicinity.

Mrs. Castillo responded that many of the existing front-yard setbacks of the properties within the vicinity were likely similar to the requested variance.

There being no further questions or items for discussion, Chairman Ledlow closed the public hearing and called for a motion. Board Member Matthews made a motion to approve case

VC21-003 as presented and Board Member Green seconded the motion. **The motion to approve passed by a vote of 5-0.**

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 5:24 PM.