

**EXCERPT FROM
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CITY OF CLEBURNE
ZONING BOARD OF ADJUSTMENT (ZBA)
MINUTES OF THE JANUARY 19, 2021 MEETING**

The Zoning Board of Adjustment (ZBA) of the City of Cleburne conducted a regular meeting on Tuesday, January 19, 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
Vacant – Vice-Chair
Julie Hammond
Barbara Chayer
Michael Arthurs
Gina Giesen
Vacant (Alt #1)
Vacant (Alt #2)

CITY STAFF PRESENT:

Danielle Castillo, Planning Manager
David Jellen, Planner
Colt Friedrich, Project Engineer
Bradley Anderle, City Attorney

CITY STAFF ABSENT:

Shane Pace, Executive Director of Development Services
Terry Broumley, Building Official
Laura Melton, Assistant Director of Public Works

MEETING FORMAT:

Mr. Anderle, Mrs. Castillo and Mr. Jellen were present at the meeting in the Council Chambers. Mr. Friedrich tuned into the meeting remotely. Chairman Ledlow, Board Member Hammond and Board Member Chayer were present at the meeting in the Council Chambers. Board Member Arthurs and Board Member Giesen tuned into the meeting remotely.

CALL TO ORDER:

ROLL CALL FOR THE ESTABLISHMENT OF A QUORUM.

Chairman Ledlow called the meeting to order at 5:02 P.M. and it was established that a quorum was present.

CITIZEN COMMENTS:

There were no citizen comments at this meeting.

ELECTION OF VICE-CHAIR:

Call for nominations and elect a Vice-Chair.

Chairman Ledlow called for nominations for Vice-Chair.

Board Member Arthurs nominated Board Member Hammond to be elected as Vice-Chair.

Chairman Ledlow called for a motion to Cease Nominations for Vice-Chair.

Board Member Arthurs made a motion to Cease Nominations for Vice-Chair. Board Member Giesen seconded the motion. The motion to Cease Nominations for Vice-Chair carried by a vote of 5-0.

Chairman Ledlow called for a motion to Elect Board Member Julie Hammond for Vice-Chair.

Board Member Giesen made a motion to Elect Board Member Julie Hammond for Vice-Chair. Board Member Arthurs seconded the motion. The motion to Elect Board Member Julie Hammond for Vice-Chair carried by a vote of 5-0.

APPROVAL OF MINUTES:

The minutes of the November 17, 2020 meeting were considered.

Chairman Ledlow called for a motion to approve the minutes of the Zoning Board of Adjustment meeting of November 17, 2020. Board Member Hammond 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.

EXECUTIVE SESSION:

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting to receive advice from its attorney on any posted agenda item.

Chairman Ledlow convened into Executive Session to receive training on statutes and case law related to function of the Zoning Board of Adjustment at 5:11 P.M.

Chairman Ledlow closed the Executive Session at 6:05 P.M. and the meeting reconvened into open session.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 6:05 PM.