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**CITY OF CLEBURNE
ZONING BOARD OF ADJUSTMENT (ZBA)
March 19, 2019
MINUTES**

The Zoning Board of Adjustment (ZBA) of the City of Cleburne conducted a regular meeting on Tuesday, March 19, 2019 at 5:00 p.m. in the Council Chambers of City Hall located at 10 N. Robinson. The following persons were present:

Board Members Present:

Robert Ledlow
Rosemarie Wileman
Barbara Chayer
Chris Saunders
Julie Hammond

Board Members Absent:

None

Alternate Members Present:

Michael Arthurs (Alt #1)

Alternate Members Absent:

None

Staff Present:

Shane Pace, Director of Community Development
Fritz Quast, City Attorney
Kelly Dillard, City Engineer

Staff Absent:

Willie Stevenson, Building Official

I. CALL TO ORDER

ROLL CALL FOR THE ESTABLISHMENT OF A QUORUM.

Chairman Ledlow called the meeting to order at 5:05 P.M. and it was established that a quorum was present.

II. APPROVAL OF MINUTES:

Chairman Ledlow called for a motion to approve the minutes of the Zoning Board of Adjustment meeting of January 15, 2019. Barbara Chayer made a motion to approve the minutes and the motion was seconded by Julie Hammond. **The motion to approve the minutes carried by a vote of 5-0.**

III. ITEMS FOR CONSIDERATION:

1. Consider A Request For Variance From Requirements Of §155.37(F) Of The Code Of Ordinances: Primary District Regulations, Specifically A Reduction Of The Minimum Side Yard Setback In The D (Duplex Or Two-Family District) For The Property Located At 223 S. Buffalo Avenue, Requested By Morgan Acres, LLC, Represented By Katie Morgan, **Case VC19-001**

Shane Pace presented the case and briefed the Board on the request.

Board member Hammond questioned staff regarding the built conditions behind (to the north) the subject property and site specific design elements.

Mr. Pace described the built environment and site design as requested.

Chairman Ledlow questioned staff regarding flood insurance.

Mr. Pace responded that the applicant is available to answer this question.

Board member Saunders questioned staff regarding the potential for one duplex to work within the existing boundaries, without the need for a variance.

Mr. Pace stated that the variance is necessary to construct on the subject property due to the presence of floodway.

Board member Hammond asked if the City Engineer recommends approval of the variance.

Kelly Dillard, City Engineer, stated that she had reviewed the project in great detail. She went on to state that the minimum finish floor will be required to be two-feet above the base flood elevation, and the structures will be built on a vertical foundation to ensure they are out of the floodway.

Chairman Ledlow opened a public hearing.

Chairman Ledlow swore in the applicant, Katie Morgan.

Chairman Ledlow questioned the applicant regarding existing duplexes in the immediate area. He went on to discuss the square footage of each duplex and how the space will be utilized.

Vice-chairman Wileman questioned the applicant regarding garages and handicap parking spaces for the duplexes.

The applicant stated that there will not be a garage for the proposed duplexes and that all parking will comply with ADA regulations.

Chairman Ledlow closed the public hearing.

Chairman Ledlow called for a motion.

Vice-chairman Wileman made a motion to approve case VC19-001 as presented and Julie Hammond seconded the motion. **The motion to approve carried by a vote of 4-1.**

2. Consider A Request For Variance From Requirements of §155.37 (E)&(G) of The Code of Ordinances: Primary District Regulations, Specifically A Reduction of The Minimum Side Yard And Rear Yard Setbacks In The SF-4 (Single Family Dwelling District) For The Property Located at 215 Tremont Street, Requested By Garza Custom Homes, LLC, Represented By Casey Garza, **Case VC19-002**

Shane Pace presented the case and briefed the Board on the request.

Chairman Ledlow questioned staff regarding the existing alley on the west side of the property.

Mr. Pace described conditions related to alleys within the City.

Discussion continued among the Board members regarding the alley.

Board member Wileman questioned staff regarding a garage and driveway for the proposed home.

Chairman Ledlow opened a public hearing.

Chairman Ledlow swore in the applicant, Casey Garza.

The applicant described the potential to abandon the alley in the future.

Discussion ensued between the Board members and the applicant regarding the neighboring property.

Chairman Ledlow questioned the City Engineer regarding flooding concerns.

Kelly Dillard stated there were no concerns.

Board member Hammond questioned the applicant regarding why he had not abandoned the alley prior to requesting the variance.

The applicant stated that he will leave that to the future property owner.

Chairman Ledlow closed the public hearing.

Chairman Ledlow called for a motion.

Julie Hammond made a motion to approve case VC19-002 as presented and Barbara Chayer

seconded the motion. **The motion to approve carried by a vote of 4-1.**

IV. OTHER BUSINESS:

None

There being no further business the meeting was adjourned at 5:37 PM.