

ZONING BOARD OF ADJUSTMENT

DATE: November 19th, 2020

Minutes

The Zoning Board of Adjustment met at a regularly scheduled meeting on Thursday, November 19th, 2020 at 2:30 p.m. in the Commission Chambers at City Hall, Shawnee, Oklahoma, Pottawatomie County, pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO. 1: Roll Call

Upon roll call the following members were present: Tim Burg, Mark Cannon, Brandon Dyer, Holly Gordon, and Crystal Richardson.
A quorum was declared present.

AGENDA ITEM NO. 2: Consideration of approval of the Zoning Board of Adjustment Calendar of Regular Meetings for 2021.

Planning Director Rebecca Blaine stated that no holidays fell on the regular ZBOA meeting dates, so staff proposed the 2021 calendar dates of the third Thursday of the month for meetings at 2:30 p.m.

Commissioner Burg made a motion to approve to approve the 2021 ZBOA meetings calendar as presented, which was seconded by Commissioner Richardson.
The motion passed 5-0-0.

AYE: Burg, Richardson, Cannon, Gordon, Dyer

NAY: None

ABSTAIN: None

AGENDA ITEM NO. 3: Case #ZBOA10-20 - Public hearing and consideration of approval of a variance request for a secondary driveway for a 0.35-acre R-1 (Single Family Residential District) lot located at 202 N. Tenbrook Avenue. Applicant: Jerry Tully

Planning Director Rebecca Blaine presented staff report. She stated the applicant was requesting a variance to allow a second driveway and approach on his residential property to access a newly constructed detached accessory structure. The granting of this variance would not impede the maximum 35% lot coverage for impervious surfaces as set forth in R-1 (Residential Single-Family District) standards, as the property is comprised of four historic platted lots equating to 0.35-acres.

Chairwoman Gordon opened the public hearing, with no comments, the public hearing was closed

Board member Burg made a motion to approve the variance as requested, which was seconded by Board member Richardson.

The motion passed 5-0-0.

AYE: Burg, Richardson, Cannon, Gordon, Dyer

NAY: None

ABSTAIN: None

AGENDA ITEM NO. 4:

New Business

Director Blaine advised that staff was still working on the demolition list. There had been delays due to COVID-19 but hearings are on-going. Additionally, a budget amendment was the dilapidated building on Main Street. Blaine stated a structural engineer will advise if a portion of the structure is salvageable or if the entire structure must be demolished. Then another public meeting will be held where the property owner will be provided with information and options.

Director Blaine advised the Board that the fiscal budget for the update to the Zoning Code and Subdivision Regulations had been approved. She was currently working on the RFQ. Lastly, Blaine stated that the City was still looking for an experienced planner and encouraged Board members to contact her with any leads.

AGENDA ITEM NO. 5:

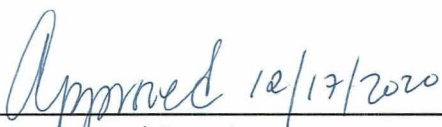
Board Members' Comments

Chairwoman Gordon advised that today was the Great American Smokeout. She and nine others visited Kids Space Park to pick up cigarette butts and other litter. Gordon reported that in one hour, 3,600 cigarette butts were collected.

AGENDA ITEM NO. 6:

Adjournment

The meeting was adjourned at 2:58 p.m.



Chairwoman/Vice-Chairman

Rebecca Blaine

Planning Director