



To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners  
From: Jonathan B. Kanipe, Zoning Administrator  
Date: December 8, 2015  
Re: Board of Adjustment Meeting – Monday, December 21 at 4pm

## **Applicants:**

You or your representative **must** be present at this meeting or your application will not be reviewed.

Members of the Board of Adjustment & the Zoning Administrator may visit the property prior to the meeting.

**Certificates of Zoning Compliance will be issued after review and approval from the Board of Adjustment & Design Review Board.**

## **Neighbors:**

You are receiving this notice because your property is adjacent to an applicant on this month's agenda.

You may review applications & plans for the projects on this agenda at Town Hall M-F 9am-5pm.

You are invited to attend the scheduled meeting and make comment.

The following items of business are scheduled to be addressed by the Biltmore Forest Board of Adjustment on **Monday, December 21, 2015** at 4:00 pm in the Town Hall Board Room.

- 1) The meeting will be called to order and roll call will be taken.
- 2) The minutes of the November 16, 2015 meeting will be presented for approval.
- 3) Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations):

CASE 1: Mr. William Barkley, 124 Stuyvesant Road, is requesting a conditional use permit to locate a detached garage in the side yard of his property, as well as a variance request to exceed the maximum roof coverage allowance for the lot and maximum roof coverage allowance for the detached garage.

CASE 2: Dr. and Mrs. Steven Mendelsohn, 25 Busbee Road, are requesting a variance to construct a six (6) foot high fence and two (2) gates surrounding a potager in the rear yard.

- 4) Adjourn