



**To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners**  
**From: Jonathan B. Kanipe, Zoning Administrator**  
**Date: June 29, 2016**  
**Re: Board of Adjustment Meeting at 4 p.m.**

## 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.

You or your representative **must** also attend the Design Review Board meeting on the **Thursday, July 14th at 5:30pm** to complete the approval process.

**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, July 11, 2016 at 4:00pm 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 May 16, 2016 meeting will be presented for approval.
3. Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations):

**Case 1:** Mr. Kenneth Williams, 19 Ridgefield Place, request a conditional use permit for the construction of a new residence.

**Case 2:** Mr. Charles Reynolds, 24 Cedarcliff Road, requests a conditional use permit to allow construction of a detached garage.

**Case 3:** Mr. Norwood and Mrs. Sidney Thornton, 6 Southwood Road, request a conditional use permit to construct a detached garage in advance of construction commencing on a new residence.

**Case 4:** Mr. Tucker and Mrs. Barbara Veach, 20 Cedarcliff Road, request a conditional use permit and variance approval to allow construction of a dry stacked retaining wall and new driveway within the front yard and setbacks.

**Case 5:** Dr. Blair and Mrs. Gabriel Holl, 1 Stuyvesant Road, request a conditional use permit and variance approval to construct a stone wall and black metal and wood fence within the side yard setbacks, and will replace existing retaining wall and fencing. The project also includes the replacement of an existing deck, awning, and a conditional use request for a new, low stone retaining wall.

4. Adjourn.