



**To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners**  
**From: Jonathan B. Kanipe, Zoning Administrator**  
**Date: August 2, 2016**  
**Re: Board of Adjustment Meeting - Aug. 15, 2016 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.

You or your representative **MUST** also attend the Design Review Board meeting on the **Thursday, August 18th 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, August 15, 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 July 11, 2106 meeting will be presented for approval.
3. Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations):

**Case 1:** Steele and Debby Alphin, 35 Hilltop Road, request a variance to construct a portion of a new driveway in the side yard setback in conjunction with a new home construction.

**Case 2:** James and Susan Selmensberger, 422 Vanderbilt Road, request a conditional use permit and variance to install an irrigation well head within the rear property setback, and additionally, request a conditional use permit and variance to allow permanent installation of a children's play structure.

4. Adjourn.