



To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners
From: Jonathan B. Kanipe, Zoning Administrator
Date: August 30, 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 **Tuesday, September 13 at 11:00 am** 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, September 12, 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 August 15, 2016 meeting will be presented for approval.
3. Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations):

Case 1: Mr. Steele and Mrs. Debby Alphin, 35 Hilltop Road, request approval for a new residence.

Case 2: Dr. Steven and Mrs. Melissa Mendelsohn, 25 Busbee Road, request a variance to construct a port cochere in the side yard setback.

Case 3: MAHEC, 121 Hendersonville Road, request a conditional use permit to construct a new building and parking garage.

4. Adjourn.

Special Note regarding September Design Review Board Meeting

Due to board member commitments, the Design Review Board meeting for this month only will be held on Tuesday, September 13th at 11 am at the Town Hall.