



To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners
From: Jonathan B. Kanipe, Zoning Administrator
Date: February 7, 2020
Re: **Board of Adjustment Meeting – February 24, 2020**

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 **Thursday February 27, 2020 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 or online at <http://www.biltmoreforest.org/board-of-adjustments>.

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, February 24, 2020 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 January 20, 2020 regular meeting will be considered.
- 3) Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations):

Case 1: A Special Use Permit is requested for property located at 15 Park Road for construction of a swimming pool and perimeter fence.

Case 2: A Special Use Permit is requested for Carolina Day School for a five-year extension of an existing permit for modular classrooms.

Case 3: A Special Use Permit is requested for property located at 57 Chauncey Circle for construction of a swimming pool with a barrier of fencing, walls, and hedges.

Case 4: A Special Use Permit is requested for property located at 57 Forest Road for an accessory building and playground equipment in the side/rear yard.

- 4) Adjourn