

**I. CALL TO ORDER:**

The Planning and Zoning commission meeting was called to order at 7:30 pm by Chairman Pro Tem Martin.

**II. ROLL CALL:**

Present were Chairman Pro Tem Martin and Commissioners Gilmore, Kaufman, Kotleba, and Shore. Also in attendance were Community Development Department Planner Jennifer Becker, Board Liaison to Planning and Zoning Commission Tom Price and two persons in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Commissioner Martin led those in attendance in reciting the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Commissioner Shore and seconded by Commissioner Gilmore to approve the agenda. Upon roll call, motion was approved.

**V. APPROVAL OF MINUTES:**

**MOTION:** Moved by Commissioner Shore and seconded by Commissioner Kaufman to approve the January 30, 2012 Planning and Zoning Commission meeting minutes. Upon roll call vote, motion was approved.

**VI. QUESTIONS FROM THE AUDIENCE:** There were none.

**VII. UNFINISHED BUSINESS:** There were none.

**VIII. NEW BUSINESS:**

**Variance Request:  
91 Fay Avenue  
R-3 Single Family Residence District –  
Rear Yard Variance to Permit the Expansion of a Covered Screen Porch in  
Required Rear Yard**

**MOTION:** Moved by Commissioner Kotleba and seconded by Commissioner Gilmore to open the public hearing, which passed unanimously.

Planner Becker confirmed publication of the legal notice in the newspaper and certified mail notices to all property owners within 250 feet of the subject property. Chairman Martin requested that staff present the variance request. The property is zoned R-3 Residence District which has a rear yard setback requirement of 30 feet. A majority of the house is located within the required 30 foot rear yard, rendering the entire rear building line nonconforming. The house has an existing second story raised deck and covered screen porch located at the rear of the structure. The owners wish to demolish the deck and screen porch and rebuild the entire structure to more closely align with the concrete patio below and to improve drainage off the existing roof. This requires the deck and screen porch to be larger than the existing configuration. The existing deck and porch is 12' x 11', the new plans call for a 12' x 16' deck. In all other respects the covered porch will look exactly as it does now.

The applicants, Stefanie and Thomas Dell'Arringa were sworn in and presented their testimony as to the need for the variance.

**MOTION:** Commissioner Kotleba moved and Commissioner Kaufman seconded to close the public hearing, which was passed unanimously.

Discussion by the Commission was held. Chairman Martin asked about the drainage issues and how the new roof would help improve drainage on the property.

**MOTION:** Commissioner Gilmore moved to approve the variance request as submitted based on the finding of facts as supplied in the staff memo dated March 23, 2012. After a second by Commissioner Shore, the motion carried by unanimous roll call vote.

#### **IX. ADJOURNMENT:**

The meeting was adjourned by unanimous consent at 8:00 p.m.



Jennifer Becker  
Commission Secretary

