

# Minutes

## BOARD OF ADJUSTMENT

### Regular meeting

6 p.m. Apr. 10, 2024

Conference Room of Town Hall Annex, 105 E. Corbin St.



Present: Vice Chair Raul Herrera, Richard Chapple, Portia Made-Jamison, Eddie Sain, and Jenn Sykes

Absent: Chair Sean Kehoe and Robert Iglesias

Staff: Senior Planner Tom King

#### 1. Call to order and confirmation of quorum

Vice Chair Raul Herrera called the meeting to order. Senior Planner Tom King confirmed the presence of a quorum. Herrera asked if there were any changes to the agenda. None were presented.

Motion: Jenn Sykes moved to approve the agenda as it stands. Richard Chapple seconded.

Vote: 5-0

#### 2. Minutes review and approval

Minutes from the regular meeting on February 14, 2024

Motion: Sykes moved approval of the February 14, 2024, minutes as submitted. Eddie Sain seconded.

Vote: 5-0

#### 3. Annual election of board chair and vice chair

Senior Planner Tom King, upon being asked and checking the Board's adopted Rules of Procedure, confirmed there was no prohibition as to how many times a member may be elected chair or vice chair.

Motion: Sykes made a motion to elect Sean Kehoe as Chair and Raul Herrera as Vice Chair. Sain seconded.

Vote: 5-0

#### 4. Committee and staff reports

King updated the Board that the Planning Board, at their March meeting, re-appointed Rob Iglesias as the representative to the Board of Adjustment.

King provided an update as to new members staff member and a large, phased development project seeking annexation into the town. Once annexed it would be zoned Planned Development district.

Chapple asked if there were any pending cases for the May meeting and King responded not at this time. King informed the Board that the June meeting is cancelled.

Herrera informed the Board that he would not be present for the July meeting, if one is required.

#### 5. Adjournment

Motion: Sykes moved to adjourn the meeting. Sain seconded.

Vote: 5-0

The meeting was adjourned at 6:17 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom King", written in a cursive style.

Tom King, AICP, CZO  
Senior Planner  
Secretary to the Board of Adjustment

Approved: Nov. 13, 2024