

## Memorandum

To: The Chair and Members of the Zoning Board of Adjustment  
From: Cathy Bourg, City Secretary  
Date: November 13, 2014  
Subject: Minutes from the October 23, 2014 Regular Meeting

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### **City Council Action Requested:**

Consider approval of the October 23, 2014 Zoning Board of Adjustment Minutes

### **Background Information:**

Attachment – October 23, 2014 Draft Minutes

### **Board/Citizen Input:**

N/A

### **Financial Impact:**

N/A

### **Staff Contacts:**

Cathy Bourg, City Secretary  
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**RICHLAND HILLS ZONING BOARD OF ADJUSTMENT  
REGULAR MEETING  
OCTOBER 23, 2014  
DRAFT MINUTES**

Roll Call:

Council present:

Ricky Head, Chairman  
Sanjay Mathews, Place 2  
Rocky Kinnaird, Place 3  
Chris Utchell, Place 4  
Joe Rice, Place 5

Council Absent:

Staff

Cathy Bourg, City Secretary  
Drew Larkin, City Attorney

**1. CALL TO ORDER**

Chairman Ricky Head called the meeting to order at 6:30 p.m.

**2. APPROVAL OF THE JULY 17, 2014 MEETING MINUTES**

**Motion:** Motion was made by Member Chris Utchell, and seconded by Member Joe Rice to approve.

Motion carried by a vote of 5-0.

**3. EXECUTIVE SESSION**

**Motion:** Motion was made by Member Rocky Kinnaird and seconded by Member Chris Utchell to convene into executive session.

Motion carried by a vote of 5-0. Time: 6:32 p.m.

**Motion:** Motion was made by Member Rocky Kinnaird and seconded by Member Joe Rice to reconvene into open session.

Motion carried by a vote of 5-0. Time: 6:50 p.m.

4. **ZBA 26-14: 3008 Gerome St. – consider a request for a special exception for the required setback of 10’ side yard and 25’ rear yard requirement for accessory building and consider a special exception of the SF-10 district 60% class one masonry requirement.**

Erica Craycraft presented to the board case 26-14 to consider a request for a special exception for the required setback of 10’ side yard and 25’ rear yard requirement for accessory building and consider a for the special exception of the SF-10 district 60% class one masonry requirement.

Chairman Ricky Head opened the floor for anyone wishing to speak on this item.

The applicant Delores Hamilton addressed the board regarding the masonry requirement. She stated, with a three car garage the masonry would be mostly on the back side of the building.

There being no more speakers, Chairman Ricky Head closed the hearing.

**Motion:** Motion was made by Member Sanjay Mathews and seconded by Member Chris Utchell to approve a 5’ side yard and 20’ rear yard setback.

Motion carried by a vote of 5-0.

**Motion:** Motion was made by Member Chris Utchell and seconded by Member Sanjay Mathews to deny the request for a variance from the 60% masonry requirement.

Motion carried by a vote of 5-0.

## 5. **ADJOURN**

Motion was made by Member Joe Rice and seconded by Member Rocky Kinnaird to adjourn the meeting.

There being no further business to come before the Board, Chairman Ricky Head adjourned the meeting at 7:05 p.m.