

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for ZBA Meeting of March 16, 2026

Item 1 CALL TO ORDER

Item 2 ROLL CALL

Prerogative of the Chair to request the City Clerk to take attendance.

Item 3 ACCEPTANCE OF AGENDA Prerogative of the Zoning Board of Appeals that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 4 PUBLIC HEARING

Open the Public Hearing. Receive and place on file all communications pertaining to this request. Request an overview from the City Planner. Hear any comments, first in support of, second in opposition to, the request. Make a motion to close the Public Hearing.

Item 4A VARIANCE REQUEST: 1050 N. OXFORD ROAD – REAR YARD SETBACK

The applicant, William Rennolds, is requesting a dimensional variance for the residential lot at 1050 N. Oxford Road in order to construct an addition to their existing, non-conforming, single-unit home. An unenclosed canopy structure is proposed within the backyard and encroaches into the minimum required rear yard setback. The subject site is zoned R-1C, One-Family Residential District, and is an interior lot, located west of the intersection of Fairway Drive and N. Oxford Road.

The following variances are requested:

- Per Section 50-3.1.C (Minimum rear yard) – 13 feet, 3 inches variance

Per *Section 50-7.15.1.1* of the Zoning Ordinance, the Zoning Board of Appeals may grant a dimensional variance only upon a finding that compliance with the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would create a practical difficulty. A finding of practical difficulty, based on competent, material, and substantial evidence on the record, shall require the petitioner to demonstrate that all of the five variance criteria are met.

The City Planner recommends that the Zoning Board of Appeals approve the requested rear yard setback of 14'9" (a 13'3" variance) to Section 50-3.1.C, based on the following findings of fact as stated on the variance review dated March 10, 2026:

1. The proposed addition is consistent with the intent of the R-1C, One-Family Residential District, which encourages single-unit detached residential development and is a permitted, by right use.
2. Strictly following the current R-1C zoning requirements for rear yard setbacks would prevent the applicant from functionally covering the existing outdoor living space of the single-unit home.
3. The proposed, permanent structure will replace the existing canvas canopy in the rear yard, which would result in a more aesthetically pleasing permanent structure.
4. The need for relief is not self-created.
5. All other applicable zoning requirements of the R-1C district are met (or exceeded), including lot coverage, building height, and the front yard setback.
6. Approval of the variance upholds the spirit and intent of the Zoning Ordinance, maintains neighborhood character, and maintains public health and safety.

I concur with the City Planner's recommendation.

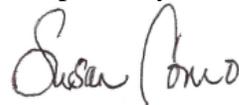
Prerogative of the Zoning Board of Appeals as to action taken.

Item 5 NEW BUSINESS/PUBLIC COMMENT

Item 6 IMMEDIATE CERTIFICATION OF MINUTES Prerogative of the Zoning Board of Appeals to immediately certify tonight's meeting minutes.

Item 7 ADJOURNMENT

Respectfully submitted,



Susan Como
City Manager