

# **DRAFT Minutes**

## **BOARD OF ADJUSTMENT**

### Regular meeting

6 p.m. Apr. 9, 2025

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



Present: Chair Sean Kehoe, Dave Blankfard, Richard Chapple, Rob Iglesias, Eddie Sain, and Jenn Sykes

Absent: Vice Chair Raul Herrera

Staff: Senior Planner Tom King

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

Chair Sean Kehoe called the meeting to order at 6:00 pm. Senior Planner Tom King confirmed the presence of a quorum.

#### **2. Agenda changes and approval**

Chair Kehoe asked if there were any changes to the agenda. King advised there were no changes from staff. No board members noted changes.

Motion: Member Jenn Sykes moved to approve the agenda as presented. Member Rob Iglesias seconded.

Vote: 6-0

#### **3. Minutes review and approval**

Minutes from the regular meeting on February 12, 2025

Motion: Sykes moved to approve the February 12, 2025, minutes as presented. Member Eddie Sain seconded.

Vote: 6-0

#### **4. Other business**

Annual election of board chair and vice chair

King advised the board that, since Sykes's and Kehoe's terms were set to expire April 30, 2025, they should not be put forth as candidates.

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

Member Dave Blankfard entered the meeting at 6:03 pm.

Vote: 6-0

#### **5. Committee and staff reports**

King informed the board of the following:

- a. At their March 20, 2025, meeting, the Planning Board voted to re-appoint Rob Iglesias as Planning Board representative to the Board of Adjustment.
- b. A “soft” kick-off meeting for the Unified Development Ordinance rewrite project was held earlier in the day with town staff and the town’s project consultant, Inspire Placemaking Collaborative, of Durham. The project is expected to take about 1½ years to complete.
- c. King will be interviewing a potential candidate for the board on April 22, 2025. This person would potentially fill one of the seats being vacated by Kehoe and Sykes.
- d. It is expected that there will very likely be a meeting on May 14, 2025. A special use permit modification case will be on the agenda & possibly a variance(s) case.
- e. The University of North Carolina School of Government is offering a virtual, on-line quasi-judicial board training in May. King noted that Sain had expressed interest & Blankfard believed he didn’t need the training. King asked Iglesias if he was interested. Iglesias said he was, but there may be a conflict with his work schedule.

**6. Adjournment**

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

Vote: 6-0

The meeting was adjourned at 6:11 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom King", with a stylized flourish at the end.

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

Approved: XX, 202X