



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** April 14, 2021  
**PREPARED BY:** Scott Dunlop, Assistant Director  
**DEPARTMENT:** Development Services

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a Joined Lot Affidavit for Lots 1 and 2, Block 25, Town of Manor, locally known as 104 S. Bastrop Street.

*Applicant:* Tegwen Sneed

*Owner:* Tegwen Sneed

**BACKGROUND/SUMMARY:**

This property owner has an existing home built across two properties. They are seeking a permit for an accessory structure but it would be within the side setback that currently divides the property. This joined lot affidavit would, for the purposes of building permits, combine the lots into one and remove the setback that is currently preventing them from receiving a permit for an accessory structure. The two lots are 25’ wide, so through this joined lot affidavit, for the purposes of building permits, it would be treated as a 50’ wide lot.

**LEGAL REVIEW:** *Not Applicable*  
**FISCAL IMPACT:** *NO*  
**PRESENTATION:** *NO*  
**ATTACHMENTS:** *YES*

- Joined lot affidavit

**STAFF RECOMMENDATION:**

It is the City Staff’s recommendation that the Planning and Zoning Commission approve a Joined Lot Affidavit for Lots 1 and 2, Block 25, Town of Manor, locally known as 104 S. Bastrop Street.

**PLANNING & ZONING COMMISSION:**                      **Recommend Approval**                      **Disapproval**                      **None**

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