



Joann M. McDermon, Mayor
Mike Benson, Mayor Pro Tem

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Tom Leonard
Laura Olszewski
Connie Pletl

Nancy Avery
Interim Town Clerk

Agenda	Consent
Item:	Agenda
Date:	04 03 2024

Zoning Board of Adjustment Committee Report
Hanna McCloud, Chair

The Zoning Board of Adjustment held a special meeting to conduct an Evidentiary Hearing following quasi-judicial procedures on Thursday, February 29, 2024, at 6:00 p.m. The purpose of this meeting was to hear and decide Case #V-24-02, a variance request by Jeff Lucas from the Town of North Topsail Beach Unified Development Ordinance Table 5-1 Dimensional Requirements (Zoned MHR) to elevate existing structure at 2399 Island Drive.

Mr. Dorazio made a motion to grant the variance, changing it to a three-foot adjustment on the front or street-side of the structure. Ms. Kozlowski seconded the motion. Attorney Edes offered a point of clarification that would be a motion to grant the variance with the condition that the variance will be a reduction of the front setback from twenty feet to seventeen feet.

The motion passed unanimously, 5-0, as follows:

<u>Roll call</u>	<u>Vote</u>
Ms. Kozlowski	Aye
Vice Chair Dorazio	Aye
Chair McCloud	Aye
Mr. Morse	Aye
Mr. Malcolm	Aye

Planning Director Hill and Attorney Edes guided the Zoning Board of Adjustment through a Board orientation training, reviewing their roles, the quasi-judicial hearing process, due process principles, the life cycle of a case, evidentiary hearing process, order of proceedings, conflicts of interest, ground for recusal, standing, hearing evidence, burden of proof and basis for decisions, written decisions, responsibilities, avoiding bias, and best practices.