



# Town of Southern Shores

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March 6, 2025

## **MEMORANDUM**

**From:** Wes Haskett, Deputy Town Manager/Planning Director

**To:** Southern Shores Planning Board

**Cc:** Cliff Ogburn, Town Manager; Phillip Hornthal, Town Attorney; Lauren Arizaga-Womble, Attorney at Law; Jay Wheless, Board Attorney

**RE: APA-25-01 75 E. Dogwood Trl.**

Per Section 36-366(b) of the Town Zoning Ordinance, Anthony S. Mina has submitted an Appeal Application to appeal the Zoning Administrator's decision to deny Mr. Mina's January 6, 2025 request to subdivide the property located at 75 E. Dogwood Trl. Section 36-366(b) states that the Board shall hear and decide appeals of administrative decisions of administrative officials charged with enforcement of the Zoning Chapter. Enclosed you will find what constitutes the record regarding the denial of Mr. Mina's January 6, 2025 request to subdivide the property located at 75 E. Dogwood Trl.