

BOARD OF ADJUSTMENTS MEETING
February 8, 2021
MINUTES

I. Call the meeting to order.

The meeting was called to order at 6:02 p.m.

Board Members present: Kelly Shepperd, Diane Brady, Tracy Long, and Frank Truitt. Board Members absent: Theresa Finch, Alternate Board Member, Ronnie Benton, Alternate Board Member, Gary Patton, Alternate Board Member, Mike Francesco, and Alternate Board Member, Tom Mannering. City of Ingleside staff present: Director of Building & Planning, Carey Dietrich, Economic Development Director, Jodi Carr, and Building & Planning Department Office Manager, Cassandra Bell.

II. Pledge of Allegiance

III. Oath of Office was administered to the Board of Adjustment members present.

IV. Election of a Chairman and Vice-Chairman for the Board of Adjustments.

Board Member Tracy Long nominated Frank Truitt to serve as the Chairman which was seconded by Board Member Kelly Sheppard. The nomination was approved with 3 for yes and 1 abstain.

Board Member Frank Truitt nominated Tracy Long as Vice Chairman which was seconded by Board Member Diane Brady. The nomination was approved with 3 for yes and 1 abstain.

V. Consideration and action of the Minutes of the Board of Adjustments Meeting of: October 12, 2020.

Board Member, Kelly Shepperd made a motion to approve the minutes of October 12, 2020 which was seconded by Board Member Diane Brady. The motion passed unanimously by all members present.

VI. Other Business

- (A) Public hearing to give all interested parties & citizens an opportunity to be heard concerning a variance request filed by Lance Prine, to allow him to build a front porch encroaching 8' into the 25' front setback requirement located at LT 3 BLK 22 Ingleside Houghton Subdivision also known as 2738 El Paso Ave

The Public Hearing opened at 6:07 p.m.

Speaking For: Lance Prine PO Box 160026 San Antonio TX. 78280 spoke in favor of the variance request. Mr. Prine stated he wanted to extend his porch to encroach into the 25' front setback requirement to protect it from the weather due to the limit of the size of the lot.

Speaking Against: There was no one speaking against.

There were no letters and no calls of objection received for the request.

The Public Hearing closed at 6:08 p.m.

(B) Consideration and possible action on (A) above.

The Findings of Fact for Zoning Ordinance Variance was read and then the motion was made.

Board Member Tracy Long made a motion to deny the variance request to allow him to build a front porch encroaching 8' into the 25' front setback requirement, which was seconded by Board Member Kelly Shepperd. The motion passed unanimously by all members present.

(C) Discussion of educational training for Board of Adjustment Members.

Building & Planning Department Office Manager, Cassandra Bell informed the board that enclosed in their packets are a few links to watch an open meeting act training video and a public information act training video that will provide them with a certificate after completion. The board was informed we need them to print their certificates and provide a copy for our files.

Director of Building & Planning, Carey Dietrich informed the board there will be a workshop held on February 18, 2021 that would be very informative for our boards, if they wish to attend, we may be able to host the workshop in council chambers.

VII. Comments from the Public

There were no comments from the Public.

VIII. Reports from Board of Adjustments members

There were no reports from the Board of Adjustment members.

IX. Reports from Staff

There were no reports from staff.

X. Adjournment

The meeting was adjourned at 6:17 p.m.

APPROVED:



Vice Chairman, Tracy Long

ATTEST:



Building & Planning Office Manager, Cassandra Bell