

**CITY OF CRESTVIEW HILLS
BOARD OF ADJUSTMENT MINUTES**

**Tuesday, May 3, 2022
4:00 PM**

Present: Chairperson Wayne Clark, James Blom, Ron Gibbons, David Thiel.

Absent: Vice Chairperson Dave Wurtenberger

Staff Present: City Administrator Alex Mattingly, Mayor Paul Meier, Deputy City Clerk Stacy Corwin, City Attorney Mary Ann Stewart.

Others Present: Applicant Steve Berling

Chairperson Wayne Clark called the meeting to order at 4:00 p.m.

A quorum was established.

Election of Officers for 2022

Chairperson Clark asked for nominations for Chairperson and Vice Chairperson for the 2022 year. Mr. Gibbons moved to nominate Mr. Clark as Chairperson; Mr. Thiel seconded. Mr. Thiel moved to nominate Mr. Wurtenberger as Vice Chairperson; Mr. Blom seconded. Motions approved with all ayes, no opposing votes.

Approval of Minutes

Chairperson Clark called for approval of the minutes of the July 13, 2021, public hearing as submitted. Mr. Blom moved to approve the minutes; Mr. Gibbons seconded. Minutes were approved with all ayes, no opposing votes.

Continuing Business

None.

New Business

Chairperson Clark proceeded to the next item on the agenda, variance requests applicable to property located at 176 Lookout Farm Drive for a front yard setback of 2 feet (reducing the setback from 30 feet to 28 feet) and a rear yard setback of 12 feet (reducing the setback to 38 feet from 50 feet) to construct a house addition within his property in the R-PUD Zone.

City Attorney Mary Ann Stewart administered the oath to City Administrator Alex Mattingly and applicant Steve Berling, (owner of 176 Lookout Farm Drive) who would provide testimony regarding the application.

176 Lookout Farm Drive Variance Request

City Administrator Alex Mattingly (who also serves as the City Zoning Administrator) presented staff's review of the variance requests and recommendation. Site plans of the property and site photographs were shown to the Board members.

Staff's recommendation is for approval of the variances and Mr. Mattingly noted all neighbors were notified of the pending request.

After discussion, Mr. Gibbons moved to approve the variance request for 176 Lookout Farm Drive; Mr. Thiel seconded. The motion carried with all ayes; no opposing.

Mr. Mattingly reminded the Board about obtaining continuing education/training credits. Chairperson Clark stated Planning and Developing Services of Kenton County (PDS) keeps a record of training hours.

Adjournment

Chairperson Clark called for adjournment of the meeting. Mr. Blom moved to adjourn the meeting, and Mr. Thiel seconded. Motion carried with all ayes, no opposing. The meeting was adjourned at 4:23 p.m.

Approved:


Chairperson