

DRAFT



MINUTES

**BOARD OF ADJUSTMENT
COUNCIL CHAMBERS BUILDING
CONFERENCE ROOM B3
5850 W. GLENDALE AVE.
GLENDALE, ARIZONA 85301**

**DECEMBER 2, 2021
4:00 P.M.**

1. **CALL TO ORDER**
The meeting was called to order at 4:00 PM.
2. **ROLL CALL**
Committee members present: Chairperson Cathy Cheshier, Vice Chairperson Benjamin Naber, Brian Britton, Larry Feiner, and Kyle Holschlag were present.

Committee members absent: Tammy Gee was absent and excused.

City staff present: Tabitha Perry (Interim Planning Manager), Samantha Cope (Administrative Support Staff), and Russ Romney (Deputy City Attorney).
3. **CITIZEN COMMENTS**
Chairperson Cheshier asked for citizen comments, and no citizen comments were made.
4. **DISCUSSION ITEM**
 - a. A. Procedural Updates for Variance Applications- Ms. Perry gave a presentation on updates to the variance application procedures.
5. **BOARD COMMENTS AND SUGGESTIONS**
None

6. NEXT MEETING

The next regular meeting of the Board of Adjustment is scheduled for December 9, 2021 at 4:00 p.m., in conference room B3 of the Council Chambers Building, located at 5850 W. Glendale Ave, Glendale, Arizona, 85301.

7. ADJOURNMENT

Ms. Feiner made a motion to adjourn the meeting, and it was seconded by Mr. Britton all vote, "aye."

The Board of Adjustment meeting minutes of December 2nd, 2021 were submitted and approved this 10 day of March 2022.

Lisa D. Wilson
Recording Secretary