

The Town of Collierville Board of Zoning Appeals met in a regular session on Thursday, April 21, 2022 at 5:00 p.m. in the Board Chambers of Town Hall, at 500 Poplar View Parkway.

Staff members present were: Development Director, Mr. Jay Cravens; Town Planner, Mr. Jaime Groce; Planner, Ms. Donquetta Singleton; and Administrative Specialist, Sr., Ms. Lynette Denzer.

Chairman Luttrell asked Ms. Denzer to call the roll.

Roll Call:

Sledd	Frazier	O’Hare	Floyd	Luttrell
Present	Present	Present	Present	Present

Quorum Present

Approval of the Minutes:

Chairman Luttrell asked if there were any corrections or deletions to the minutes from the January 20, 2022 meeting.

Hearing none, Chairman Luttrell called for a motion to approve the minutes as presented.

Motion by Commissioner Frazier, and seconded, to approve the minutes as presented.

Hearing no further discussion, Chairman Luttrell asked Ms. Denzer to call the roll.

Roll Call:

Frazier	O’Hare	Floyd	Sledd	Luttrell
Yes	Yes	Yes	Yes	Yes

Motion approved.

Approval of the Agenda:

Chairman Luttrell asked if there were any additions or changes to the Agenda.

Hearing none, Chairman Luttrell asked for a motion to approve the agenda.

Motion by Commissioner O’Hare, and seconded, to approve the agenda.

Hearing no further discussion, Chairman Luttrell asked Ms. Denzer to call the roll.

Roll Call:

Floyd	Sledd	O’Hare	Frazier	Luttrell
Yes	Yes	Yes	Yes	Yes

Motion approved.

Formal Agenda:

6.a Case # 220991 - 3531 Rokeby Farm Lane – Request approval of a Variance to allow a fence taller than 48 inches to be located closer than 20 feet from the back edge of the curb.

Ms. Donquetta Singleton reviewed the Staff Report, which is an exhibit for the record. A variance to allow a fence taller than 48 inches to be located closer than 20 feet from the back edge of the curb has been requested. A similar variance was granted for 3513 Rokeby Farm Lane on April 15, 2021.

Chairman Luttrell asked if there were any questions for Staff.

A discussion ensued about other potential lots where these conditions in the planned development may apply, the responsibility of the property owner for maintaining the site and complying the conditions of approval, and sight lines.

Having no further comments for Staff, Chairman Luttrell asked the applicant to come forward.

Mrs. Connie Nelson, 3531 Rokeby Farm Lane, came forward. It was explained that having a gate on the side will provide access for lawn equipment and landscaping will be added.

Hearing no further questions or discussion, Chairman Luttrell called for a motion.

Motion made by Commissioner O’Hare, and seconded to approve the applicant’s request to allow a 6-foot-tall opaque fence to be located ten (10) feet from the back edge of the curb of Cliveden Circle South at 3531 Rokeby Farm Lane per Exhibits 2 & 4 subject to the conditions of approval in Exhibit 1.

Conditions of Approval from Exhibit 1:

1. All required permits shall be obtained from the Codes Division.
2. Landscaping shall be provided adjacent to the fence along the Cliveden Circle South frontage to help reduce the mass of the fence. With the fence permit application, include an exhibit with the location, spacing, installed height, and species of the plantings. The plant selection shall be approved by staff, with shrubs at least 24 inches tall at installation.
3. There shall be no interference with the sight line to the west along Cliveden Circle South Provide a sight line exhibit with the fence permit application that demonstrates that the fencing and landscaping meet the Zoning Ordinance requirement that “on a corner lot...nothing shall be erected, placed, planted, or allowed to grow in such a manner as to impede vision between a height of two and one-half feet and ten feet. This restriction applies to that area formed by the centerline of streets at a distance of 100 feet from their intersections.”
4. Any deviation from the approved variance shall require the approval of the Board of Zoning Appeals.

There was discussion about this variance request versus the variance request approved in April of 2021, the location of the house within the subdivision and how it was also a corner lot, and the proposed landscaping.

Chairman Luttrell asked Ms. Denzer to call roll.

EXHIBITS

The Staff report and these exhibits:

1. Conditions of Approval (4/14/22)
2. Applicant’s Cover Letter (3/28/22)
3. Applicant’s Variance Criteria & Responses (3/28/22)
4. Proposed Fence Location with Photos (3/28/22)
5. Final Subdivision Plat (3/28/22)
6. Staff Site Photos (4/8/22)
7. Staff Analysis of Standards for a Variance

Roll Call:

Sledd	Floyd	Frazier	O'Hare	Luttrell
Yes	Yes	Yes	Yes	Yes

Motion approved.

Announcements

No announcements at this time, additional training opportunities will be available later in the year.

Adjournment

Hearing no further business, Chairman Luttrell adjourned the meeting at 5:23 pm.

Secretary Floyd