

The Town of Collierville Board of Zoning Appeals met in a regular session on Thursday, May 19, 2022 at 5:00 p.m. in the Board Chambers of Town Hall, at 500 Poplar View Parkway.

Staff members present were: Town Administrator, Mr. James Lewellen; Alderman, Mr. John Stamps; Development Director, Mr. Jay Cravens; Town Planner, Mr. Jaime Groce; Assistant Town Planner, Nancy Boatwright; Planner, Ms. Donquetta Singleton; and Administrative Specialist, Sr., Ms. Lynette Denzer.

Present via Zoom: Town Attorney, Mr. Nathan Bicks.

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Chairman Luttrell asked Ms. Denzer to call the roll.

**Roll Call:**

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

**Quorum Present**

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**Approval of the Minutes:**

Chairman Luttrell asked if there were any corrections to the minutes from the April 21, 2022 meeting.

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

*Motion by Commissioner Sledd, 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.**

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**Approval of the Agenda:**

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

Mr. Jaime Groce stated Case# 221028 – 240 U.S. Highway 72 West (Tractor Supply Company), has been withdrawn by the applicant.

Chairman Luttrell asked for a motion to approve the agenda.

*Motion by Commissioner O’Hare, and seconded, to approve the agenda as modified, removing Item 6a.*

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.**

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**Formal Agenda:**

***6.a Item Withdrawn - Case # 221028 – 240 U.S. Highway 72 West (Tractor Supply Company) – Request approval of a Variance to allow fewer than one parking space per 500 square feet of gross floor area***

This item has been withdrawn by the applicant. Upon review of the applicable parking formulas and the existing parking provided at the Tractor Supply site on US Hwy 72, the site will have enough parking spaces even after their planned addition.

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**Announcements**

Update on status of Case #220991 (3531 Rokeby Farm Lane - fence variance)

- The Villages at Strathmore HOA has claimed to staff that that they were not provided mailed (postcard) notice of the 4/21/22 BZA meeting and Case # 220991.
- If this is accurate, the HOA was not afforded an opportunity to be heard.
- This can be corrected at a future BZA meeting through a formal action of the BZA, such as motion to reconsider

Discussion ensued about the public notice requirements and affording all affected parties the right to be heard.

***Motion by Commissioner O'Hare, and seconded, to put Case #220991 (3531 Rokeby Farm Lane – fence variance) on the 6/16/22 BZA agenda for reconsideration and that the case be re-noticed.***

Discussion ensued about how the re-consideration is related to due process.

**Roll Call:**

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

**Motion approved.**

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There will be a training opportunity later this summer on recent changes to State Law related to Zoning and Subdivision Regulations. This training will count towards the required 4 hours needed.

**Adjournment**

Hearing no further business, Chairman Luttrell adjourned the meeting at 5:11 pm.

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Secretary Floyd