

The Town of Collierville Board of Zoning Appeals met in a regular session on Thursday, June 16, 2022, at 5:00 p.m. in the Board Chambers of Town Hall, at 500 Poplar View Parkway.

Staff members present: Town Planner, Mr. Jaime Groce; Planner, Ms. Donquetta Singleton; Planner, Mr. Josh Hankins; Administrative Specialist, Sr., Ms. Lynette Denzer; and Administrative Specialist, Sr., Ms. Angela Gizzarelli;

Chairman Luttrell asked Ms. Denzer to call the roll.

Roll Call:

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

Quorum Present

Approval of the Minutes:

Chairman Luttrell asked if there were any corrections to the minutes from the May 19, 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	Absent	Yes	Yes	Yes

Motion approved.

Approval of the Agenda:

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

Mr. Groce stated the following:

The applicant for *Item 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a Variance to allow a fence taller than 48 inches to be located closer than 20 feet from the back edge of the curb* has withdrawn the application.

The applicant for items *6.b Case #221739 – Almadale Farms PD, Phase 15 - Chick-fil-A #5174 – Request approval of a Variance to allow a restaurant to exceed one parking space for every two seats provided* and *6.c Case #221740 – Cartwright Place Business Center PD, Lot 2 - Chick-fil-A #5124 – Request approval of a Variance to allow a restaurant to exceed one parking space for every two seats provided* has requested a deferral to the July 21, 2022 BZA meeting.

Chairman Luttrell asked for a motion to approve agenda.

Motion by Commissioner Sledd, and seconded, to approve the agenda, granting the requested deferral for Items 6.b and 6.c.

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

Roll Call:

Floyd	Sledd	O’Hare	Frazier	Luttrell
Yes	Yes	Absent	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.

This application has been withdrawn by the applicant.

<p>EXHIBITS</p> <p>The staff report and the following:</p> <ol style="list-style-type: none"> 1. Conditions of Approval (6/10/22) 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 (6/7/22) 7. Staff Analysis of Standards for a Variance 8. Town’s Letter for Variance Reconsideration (4/29/22) 9. Correspondence from the HOA’s Attorney (5/10/22) 10. April BZA Meeting Minutes (4/21/22) 11. May Draft BZA Meeting Minutes (4/21/22)
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6.b Case #221739 – Almadale Farms PD, Phase 15 - Chick-fil-A #5174 – Request approval of a Variance to allow a restaurant to exceed one parking space for every two seats provided.

This case was deferred, at the request of the applicant, to the July 21, 2022, BZA meeting.

6-16-2022 BZA Minutes

<p>EXHIBITS</p> <p>The staff report and the following:</p> <ol style="list-style-type: none"> 1. Conditions of Approval (6/10/22) 2. Cover Letter & Applicant’s Variances Criteria Responses (5/23/22) 3. Staff Analysis of Standards for a Variance (6/10/22) 4. Vicinity Map (6/10/22) 5. Example Site Layout & Parking Layout (5/23/22) 6. Public Comments

6.c Case #221740 – Cartwright Place Business Center PD, Lot 2 - Chick-fil-A #5124 – Request approval of a Variance to allow a restaurant to exceed one parking space for every two seats provided.

This case was deferred, at the request of the applicant, to the July 21, 2022, BZA meeting.

EXHIBITS

The staff report and the following:

1. Conditions of Approval (6/10/22)
2. Cover Letter & Applicant's Variances Criteria Responses (5/23/22)
3. Staff Analysis of Standards for a Variance (6/10/22)
4. Vicinity Map (6/10/22)
5. Example Site Layout & Parking Layout (5/23/22)
6. Public Comments

Announcements

Mr. Groce introduced two new staff members: Administrative Specialist, Sr., Angela Gizzarelli; and Planner, Josh Hankins.

Adjournment

Hearing no further business, Chairman Luttrell adjourned the meeting at 5:04 pm.

Secretary Floyd