

**Town of Montreat
Board of Adjustment (BOA)
Meeting Agenda
February 24, 2022, 7 p.m.
Montreat Town Hall
1210 Montreat Rd., Black Mountain, NC 28711
Meeting also held via Zoom: <https://bit.ly/3oFiacv>**

I. Call to Order

- A. Welcome
- B. Swearing in of new BOA members

II. Certification of Quorum

III. Agenda Adoption

Suggested Motion: To adopt the meeting agenda as presented/amended

IV. Election of BOA Officers

- A. Chair
- B. Vice-Chair
- C. Secretary

NOTE: Beth Barker, ETJ member, resigned Sunday, February 20, 2022; Town Clerk and Board of Commissioners will request applications for a replacement ETJ member for the BOA.

V. BOA Meeting Times / BOA Member Responsibilities

- **Discussion: Special Meeting** to be held Wednesday, March 16, 4 p.m., Montreat Town Hall re: Special Use Permit for MRA hotel at 309 Collegiate Circle, Montreat, NC
- **Discussion: Regular Meeting schedule**, Changing to 5:00 or 5:30 p.m. would allow more time for meetings (**Current regular meeting schedule is 4th Thursday of each month, 7 p.m.**)
- **Board Member Responsibilities** – Board members need to block their calendars for the monthly Regular Meeting day/time. Unless a Special Meeting is discussed and scheduled, Board members should expect to attend the Regular Meeting unless otherwise notified, via e-mail, by Town Staff of cancellation or rescheduling. BOA members need to confirm their availability via e-mail to Town Staff.

VI. Applications for Standing/Conflicts (i.e. ex parte communication, Conflicts of Interest)

VII. Evidentiary Hearing

Variance Request – 115 Assembly Dr. –
PIN# 071064551300000 (Sherwin Shilati, property owner)

Suggested Motion: To grant/deny a Variance request to construct a six foot tall (6') fence along the front, side, and rear property line. (Zoning Ordinance standard is 3' max. height for front yards; 5' max. height for side and rear yards.) The property is zoned R-2 Medium-Density Residential district.

VIII. Adjournment

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Attachment: List of Montreat BOA Regular Meeting dates, assuming 4th Thursday of each month, for 2022

- January 27 (Special Meetings held Jan. 4-6; no Regular Meeting held)
- February 24
- March 24
- April, 28
- May 26
- June 23
- July 28
- August 25
- September 22
- October 27
- November 24
- December 22