

**Town of Montreat  
Board of Adjustment  
Meeting Agenda  
April 24, 2025, 5:00 p.m.  
Montreat Town Hall  
1210 Montreat Road, Black Mountain, NC 28711**

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I. **CALL TO ORDER**

- Welcome
- Moment of Silence

II. **CERTIFICATION OF QUORUM**

III. **AGENDA ADOPTION** (*Packet page 1*)

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

IV. **SWEARING IN OF NEW MEMBERS**

- If present at this meeting, swear in **Margaret “Mari” Gramling** as a Regular Member of the Town of Montreat’s Board of Adjustment.
- If present at this meeting, swear in **William “Bill” Scheu** as a Regular Member of the Town of Montreat’s Board of Adjustment.
- If present at this meeting, swear in **Arrington Cox** as an Alternate Member of the Town of Montreat’s Board of Adjustment.
- If present at this meeting, swear in **Matt Horne** as an Alternate Member of the Town of Montreat’s Board of Adjustment.

V. **ADOPTION OF JANUARY 23, 2025, MEETING MINUTES** (*Packet pages 2 – 3*)

- **Suggested Motion:** To adopt the January 23, 2025, Meeting Minutes as drafted/amended.

VI. **EVIDENTIARY HEARING**

- a) **Variance Request (VA-2025-01)** – A Variance request submitted by Wade Burns (on behalf of Property Owner, Richard W Hitch) for the lot addressed as 205 Virginia Road, Montreat, NC 28711 and described as PIN#071075992300000 located at the intersection of Virginia Road and Alabama Terrace. This Variance request is to Section 502.5 of the Montreat Zoning Ordinance to reduce the front setback requirement from 30 feet to 23.4 feet on the southern side of the Subject Property and to Section 502.81 of the Montreat Zoning Ordinance to reduce the side setback requirement from ten feet to nine feet on the northern side of the Subject Property for the purpose of expanding the existing dwelling on the Subject Property.

**Suggested Motion:** To grant/grant with conditions/deny VA-2025-01.

*Applicant materials (packet pages 4 – 11)*

*Staff materials (packet pages 12 – 28)*

VII. **NEW BUSINESS**

VIII. **ADJOURNMENT**