



October 6, 2020

ZONING APPEALS BOARD MINUTES

City of Bridgeport

County of Harrison

State of West Virginia

MEMBERS PRESENT:

Chairman Sam Spatafore, Vice-Chairman Ryan Haws, Members Richard Forren and Meredith McCarthy.

MEMBERS ABSENT:

None

VISITORS AND CITY STAFF PRESENT:

October Raymond, 57 Sycamore Circle, and Secretary to the Board Staci Unger.

CALL TO ORDER:

The Zoning Appeals Board meeting was called to order at 5:59 p.m. on Tuesday, October 6, 2020 in City Council Chambers at the Bridgeport Municipal Complex at 515 West Main Street by Chairman Sam Spatafore.

APPROVAL OF MINUTES:

Minutes of the March 3, 2020 regular meeting were unanimously approved as presented on a motion by Member Forren; seconded by Member Haws.

OLD BUSINESS:

None

NEW BUSINESS:

Public Hearing to consider the request of Benjamin and October Raymond, 57 Sycamore Circle, for a zoning variance for the purpose of building a swimming pool.

- Chairman Spatafore explained that October Raymond was requesting a variance which would place the pool within 3 feet of the property line instead of the required 8-foot setback.
- October Raymond was sworn in by Chairman Spatafore and proceeded to explain the variance request and answered questions from the Board Members.
- Staci Unger, Secretary to the Board, read a memo from Community and Economic Development Director Andrea Kerr that stated that the Community and Economic Development, Engineering and Public Utilities, Public Works, Fire and Police Departments had no issues with the variance request.

- Secretary to the Board Staci Unger also confirmed that the Raymond’s neighbors had been notified via certified mail and no objections were received.
- Member Forren stated that he had spoken with City Code Official Mike Osborn regarding the variance and confirmed that code enforcement had no issues with the variance.
- Chairman Spatafore shared a letter from neighbor, Nathan Rakestraw, located at 6 Conifer Drive, in which he expressed his support for the variance request.
- October Raymond stated that if approved, construction would start by November 2020 (weather permitting) or at the latest Spring 2021.
- Chairman Spatafore stated for the record that he feels this is a unique situation since even though the variance would place the the pool close to the property line, it will still be 138 feet from the nearest neighbor.
- Member Forren made a motion to approve the variance request, as submitted, for a zoning variance for the purpose of building a swimming pool as long as construction is completed within one (1) year. Motion was seconded by Member McCarthy and unanimously approved.

Consider and act on increasing Zoning Appeals Board Application fee.

- Chairman Spatafore reviewed current application fees for other cities in the area.
- Vice-Chairman Haws asked for some background and justification as to reason for a fee change.
- Secretary to the Board Staci Unger explained that the in most cases, a zoning variance benefits an individual rather than the city as a whole, but that city tax money is being used for advertising and postage expenses that are incurred. City Manager Randy Wetmore and Community and Economic Development Director Andrea Kerr reviewed rates from all over the state prior to submitting a proposed rate of \$75.00 for zoning appeals board applications. Any changes to the current application fee would have to go before City Council for approval before they could be implemented.
- Member Forren made a motion to send to City Council for approval the following application rates –
 - \$100.00 for commercial applications.
 - \$75.00 for residential applications.

Motion was seconded by Member McCarthy and unanimously approved.

ADJOURNMENT:

Meeting adjourned at 6:23 p.m. on a motion by Member McCarthy. The motion was seconded by member Haws and was unanimously approved.

APPROVED:

PREPARED BY:

Sam Spatafore, Chairman

Staci Unger, Secretary to the Board

DATE: