



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
BOARD OF ADJUSTMENT MEETING**

**June 4, 2024
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. PUBLIC PARTICIPATION VIA ZOOM* - Harrisburg Town Hall's Council Chambers will be open for the public to attend the meeting in person. The public has the option to join the meeting virtually via the Zoom platform using the following link:

[Click Here for Zoom Meeting Link](#)

Webinar ID: 839 0121 0697

Passcode: 476569

Or One tap mobile:

+19292056099,,83901210697#,,,,*476569# US (New York)

+13017158592,,83901210697#,,,,*476569# US (Washington DC)

Or by phone

312.626.6799

301.715.8592

*Anyone who wishes to participate in the meeting proceedings must be present.

- B. ROLL CALL
C. AGENDA ADOPTION
D. SPECIAL PRESENTATIONS

2. CONSENT AGENDA

- A. Minutes from the April 2, 2024 meeting

3. PUBLIC HEARINGS

4. OLD BUSINESS

5. NEW BUSINESS

- A. Planning Project Updates

6. ADJOURNMENT

Vision Statement

Harrisburg will be a distinctive, family-focused community where memories are made.

Mission Statement

Together, we enhance our quality of life by collaborating, planning, and investing to create our community of choice.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Minutes from the April 2, 2024 meeting

Presenting Personnel:

Zac Gordon, Planning Director

Suggested Motion or Action:

Motion to approve the April 2, 2024 meetings, as presented.

Description/Background:

Attached is the minutes from the April 2, 2024 BOA meeting.

Recommendation:

Staff recommends approval.

Fiscal Impact:

None

Attachments:

1. BOA 4-2-24_Final

**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
BOARD OF ADJUSTMENT MEETING
TUESDAY, APRIL 2, 2024
6:00 PM**

MINUTES

1. CALL TO ORDER

Ian Patrick called the meeting to order.

PRESENT: Kevin Schaffner (ALT), Monica Long, Ian Patrick, Michael Branham, Brandon Ross

ABSENT: Kevin Hutchins, Zac Gordon

STAFF: Shelley Dehart, Carly Bedgood

B. ROLL CALL

C. AGENDA ADOPTION

Kevin Schaffner made a motion to adopt the agenda as presented. Brandon Ross seconded the motion.

The motion was unanimously approved (5-0).

D. SPECIAL PRESENTATION- NONE

2. CONSTENT AGENDA

3. PUBLIC HEARINGS

4. OLD BUSINESS – NONE

5. NEW BUSINESS

A. Variance Training

Assistant Planning Director, Shelley DeHart, provided an overview of the Variance process that included the intent of a variance and required findings. The four required findings that must be met in order to grant a Variance case are:

1. Undue hardship would result from the strict application of the regulations.
2. Conditions are peculiar to the property.
3. Actions taken by the applicant of property owner.
4. Spirit, purpose, and intent of the UDO being met.

The board then reviewed the process. A variance case is a quasi-judicial format meeting where all speakers must be sworn in, and public testimony must be made in person. A four-fifths vote is required for approval from the Board of Adjustment. All findings must be made, or the Variance fails. If the Variance is passed, the written documentation runs with the property and the decision is good for 12 months.

April 2, 2024
BOA Minutes

Once Mrs. Dehart's presentation was concluded, staff then conducted a mock Variance exercise using an actual prior Variance case. The Board went through the exercise of hearing the case, with presentations by staff and applicants and then reviewing and deciding whether the proposed variance met the criterion previously noted.

6. ADJOURNMENT

There being no further business, Kevin Schaffner made a motion to adjourn with a second from Michael Branham. **The motion was unanimously approved (5-0).**

Adopted on the 4th of June 2024

Ian Patrick, Chairperson

Carly Bedgood, Board Secretary