

1. **ROLL CALL**

The Board of Zoning Appeals meeting was called to order at 5:30 p.m. with the following members present: Jon Richardson (4/4), Jackson Swearer (4/4), Jane Gamber (1/1), and Todd Carr (4/4), Terry Bisbee (3/4), Valerie Roberts-Ropp (2/4), and Darryl Peterson (2/4). Logan Leuenberger (0/1) and Brock Wells (3/4) were absent.

Staff present were: Ryan Hvitlæk, Director of Planning & Development; Jim Seitnater, Downtown and Housing Coordinator; Amy Allison, Senior Planner; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

2. **APPROVAL OF MINUTES**

The minutes of the July 23, 2019 meeting were approved on a motion by Richardson, seconded by Peterson, passed unanimously.

3. **CORRESPONDENCE & STAFF REPORTS**

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Peterson, passed unanimously.

4. **PUBLIC HEARING**

- a. **ZV19-000003 – Request for a variance from §27-421.B. Rear Yard Setback for Principal Use, which requires a 10-foot setback for all structures from the rear property line at 930 E 4<sup>th</sup> Avenue, Hutchinson, KS**

The applicant was not present.

A motion by Bisbee, seconded by Richardson to table this case to the next meeting, passed unanimously.

5. **UPCOMING CASES** – None.

6. **CITY COUNCIL UPDATE** – None.

7. **OPEN COMMENTS FROM THE AUDIENCE**

- a. There were no comments from the audience.

8. **ADJOURNMENT** – The meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Charlene Mosier  
Planning Technician

Approved this 17th day of December 2019

Attest:   
\_\_\_\_\_  
Ryan Hvitlök, AICP  
Director of Planning & Development