



ZONING BOARD OF ADJUSTMENT MEMORANDUM

FROM: The Office of the City Manager **DATE:** October 27, 2016

SUBJECT: Approve minutes of the May 26, 2016 Zoning Board of Adjustment Meeting.

PRESENTER: Clayton Husband, Principal Planner

SUMMARY:

The minutes are approved by majority vote of the Board at the Zoning Board of Adjustment meetings.

GENERAL DESCRIPTION:

The Planning & Zoning Office prepares action minutes for each Zoning Board of Adjustment meeting. The minutes from each meeting are placed on a later agenda for review and approval by the Board. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

RECOMMENDATION:

Approve minutes of the May 26, 2016 Zoning Board of Adjustment Meeting.