



## ZONING BOARD OF ADJUSTMENT MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** July 27, 2017

**SUBJECT:** Approve minutes of the January 26, 2017, 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 January 26, 2017, Zoning Board of Adjustment meeting.