

CITY OF ERLANGER
BOARD OF ADJUSTMENTS MINUTES
March 25, 2024

Chairman Bob Whelan called the Erlanger Board of Adjustment Meeting to order at 7:00 pm on Monday, March 25, 2024 in the Erlanger Council Chambers.

Board members Bob Whelan, John McVay, and Eric Rolf were present. George Betas was not present.

Also present were PDS Senior Secretary of Planning and Zoning Pamela Bushelman, PDS Planning Manager Andy Videkovich, Attorney Sebastian Torres, and City Clerk Sherry Hoffman.

APPROVAL OF MINUTES: M/S, Rolf-McVay, that the Minutes of the meeting held on February 26, 2024 be approved as read. All ayes, no nays, motion carried.

POSTPONEMENT OF ANY SCHEDULED BUSINESS ITEM: None

PUBLIC HEARING: None

PRELIMINARY HEARINGS: None

REHEARING APPEALS: None

BOARD ITEMS: None

STAFF ITEMS:

Pamela Bushelman gave a presentation that explained the following:

- A. PDS administrative support to the Erlanger Board of Adjustment
- B. Administrative duties of the Erlanger Board of Adjustment
- C. KRS 100 requirements of the Board
- D. KDLA records retention information
- E. Continuing education requirements

Andy Videkovich gave a presentation that explained the following:

- A. Roles and responsibilities of the PDS staff
- B. Roles and Responsibilities of the City staff in assisting the Board
- C. Issues addressed by the Board
- D. Responsibilities of the Board members in the decision making process
- E. Communicating with PDS staff: Best practices and procedures
- F. Staff Report format and handling multiple requests on a single issue
- G. Communicating at meetings

Sebastian Torres addressed the Board with the following information:

- A. Ordinances that are being appealed should be enforced as written

- B. Discussions between Board members have to be done on the record
- C. The Board decides on the credibility of evidence submitted in a hearing.

AUDIENCE ITEMS: None

NEXT MEETING DATE: April 22, 2024

ADJOURNMENT: M/S, McVay-Rolf, to adjourn from the meeting at 8:34 pm. All ayes, no nays, motion carried.

Respectfully Submitted:

Steve Canfield
Office Technician

Bob Whelan
Chairman

Attest:

Sherry Hoffman
City Clerk