

CITY OF ERLANGER  
BOARD OF ADJUSTMENTS MINUTES  
March 24, 2025

Chairman Bob Whelan called the Erlanger Board of Adjustment Meeting to order at 7:00 pm on Monday, March 24, 2025 in the Erlanger Council Chambers.

Board members Bob Whelan, John McVay, Terry Farro, and Eric Rolf were present. Noah Osterhage was not present.

Also present: PDS Associate Planner Cody Sheets, Director of Economic Development Mark Collier, and City Attorney Jack Gatlin.

**APPROVAL OF MINUTES:** M/S, Farro-McVay, that the Minutes of the meeting held on January 27, 2025 be approved as read. All ayes, no nays. Motion carried.

**POSTPONEMENT OF ANY SCHEDULED BUSINESS ITEM:** None

**PUBLIC HEARINGS:** Chairman Whelan opened the following hearing:

BOA-24-0047: 3511 Dixie Highway, applicant Tate Building Supply LLC per Bill Owens on behalf of Gradel LLC.

A. REQUEST: A variance request to reduce the required side yard setback within the NC (Neighborhood Commercial) Zone of the Erlanger Zoning Ordinance.

B. SUMMARY: The applicant is proposing a 1,168 square foot raised addition to an existing building with a side yard setback of two feet where a ten foot minimum is required. In the NC Zone, a zero foot setback is allowed. However, if any setback is provided, it must meet a minimum setback of ten feet.

Mr. Whelan confirmed the following:

- A. PDS made the appropriate notifications per KRS 100.
- B. There were no other conflicts of interest with Board Members.
- C. No Board Members visited the site.

Mr. Sheets presented the PDS Staff Report:

- A. Mr. Sheets was given the testimonial oath.
- B. A variance request to reduce the required side yard setback within the NC (Neighborhood Commercial) Zone of the Erlanger Zoning Ordinance.
- C. The applicant is proposing a 1,168 square foot raised addition to an existing building with a side yard setback of two feet.
- D. Staff provided a favorable recommendation for this request.

Applicant Bill Owens addressed the Board:

- A. Mr. Owens was given the testimonial oath.
- B. Mr. Owens stated the proposed variance would allow the further growth of the business and enhance the west side of their building.

There were no comments from proponents.

There were no comments from opponents.

Mr. Whelan closed the public comment portion of the hearing and opened discussion by Board Members.

Discussion by Board Members: None

Mr. Whelan asked if there was a motion for # BOA-24-0047, A variance request to reduce the required side yard setback within the NC (Neighborhood Commercial) Zone of the Erlanger Zoning Ordinance.

M/S, Farro-Rolf, I move to approve the variance based on the facts and considerations contained in the staff report and based on the testimony of staff and witnesses present at the public hearing. The variance will not:

1. adversely affect the public health, safety, or welfare,
2. alter the essential character of the general vicinity,
3. will not cause a hazard or nuisance to the public and
4. will not allow an unreasonable circumvention of the requirements of the zoning regulations.

All ayes, no nays. Motion carried.

**PRELIMINARY HEARINGS:** None.

**REHEARING APPEALS:** None.

**BOARD ITEMS:** None.

**STAFF ITEMS:** Mr. Sheets does not believe there will be a meeting in April.

**AUDIENCE ITEMS:** None.

**NEXT MEETING DATE:** May 26, 2025, if a new application is received by PDS.

**ADJOURNMENT:** M/S, Rolf/no second, to adjourn at 7:23pm. All ayes, no nays.

Respectfully Submitted:

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Steve Canfield  
Office Technician

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Bob Whelan  
Chairman

Attest: \_\_\_\_\_  
Sherry Hoffman  
City Clerk