



To: Members of the Board of Adjustment, Applicants & Neighboring Property Owners
From: Jonathan B. Kanipe, Town Manager
Date: December 6, 2023
Re: **Board of Adjustment Meeting – December 18, 2023**

Applicants:

You or a representative **MUST** attend the meeting to have the matter considered.

Members of the Board of Adjustment & staff will conduct a site visit, as noted on the agenda, prior to the meeting. The applicant or their representative **MUST** be present for this site visit.

Neighbors:

You are receiving this notice because your property is adjacent to an applicant on this month's agenda.

You may review applications & plans for the projects on this agenda at <http://www.biltmoreforest.org/board-of-adjustment>

You are invited to attend the scheduled meeting at the Town Hall and make comment when called upon.

Additional information regarding the meeting will be provided on the Town's website no later than December 13, 2023.

*****PROPOSED AGENDA*****

The following items of business will be considered by the Biltmore Forest Board of Adjustment on Monday, December 18, 2023 at 4:00 p.m. at the Biltmore Forest Town Hall at 355 Vanderbilt Road, Biltmore Forest, NC 28803.

1. The meeting will be called to order and roll call taken.
2. The minutes of the November 20, 2023 regular meeting will be considered.
3. Recognition of Outgoing Board Member, Lowell Pearlman
4. Hearing of Cases (Evidentiary Hearings, Deliberations & Determinations).

Case 1: 100 Stuyvesant Road – Special Use permit request for fence to screen utility structures.

Case 2: 15 Greenwood Road – Special Use permit request for replacement fence.

Case 3: 4 Fairway Place – Special Use permit request for swimming pool in rear yard and open air outdoor living space.

Case 4: 44 Forest Road – Special Use permit request for fence within rear yard and variance request to encroach upon rear setback.

Case 5: 27 Park Road – Variance Request to Encroach Front Yard setback for Addition and Special Use Permit Request for Construction of New Accessory Building (Detached Garage) in Rear Yard

5. Adjourn