



**CITY OF COLONIAL HEIGHTS, VIRGINIA
MEETING OF THE BOARD OF ZONING APPEALS
City Council Chambers, 201 James Avenue
Wednesday, April 19, 2023
4:00 p.m.**

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Annual Organization Meeting**
 - **Election of Chairman**
 - **Election of Vice Chairman**
 - **Election of Secretary**
 - **Adoption of By-laws**
- IV. Approval of Minutes**
 - **October 19, 2022**
- V. New Business**
- VI. Adjournment**



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MEETING OF THE BOARD OF ZONING APPEALS
City Council Chambers, 201 James Avenue
Wednesday, October 19, 2022
4:00 p.m.**

MINUTES

I. Call to Order

The meeting was called to order at 4:05 p.m.

II. Roll Call

Present:

Mr. Freeland
Mr. Taft
Mr. Dean
Mr. Frenier

Absent:

Mr. Wrenn
Mr. Kohan

III. Annual Organization Meeting

• Election of Chairman

Mr. Dean nominated Mr. Taft as Chairman of the Board of Zoning Appeals, and Mr. Freeland seconded the motion. All members were in favor.

• Election of Vice Chairman

Mr. Dean nominated Mr. Freeland as Vice Chairman of the Board of Zoning Appeals, and Mr. Taft seconded the motion. All members were in favor.

• Election of Secretary

Mr. Frenier nominated Mr. Carter as Secretary of the Board of Zoning Appeals, and Mr. Dean seconded the motion. All members were in favor.

- **Adoption of By-laws**

Mr. Carter noted that the only change to the by-laws was in 2019 that the Annual Organizational Meeting was not required to be held in January but sometime before the month of June. Mr. Taft confirmed that today's meeting was also the Annual Organizational Meeting and Mr. Carter replied that was correct for this calendar year. Mr. Carter asked the members if February would be a good month to hold the Annual Organizational Meeting for 2023 and the members stated that a February date would work for their schedule.

Mr. Freeland made a motion to adopt the By-laws and Mr. Frenier seconded the motion. All members were in favor.

IV. Approval of Minutes

- **September 22, 2021**

Mr. Dean moved to approve the Minutes. Mr. Freeland seconded the motion with all members in favor.

- **October 20, 2021**

Mr. Dean moved to approve the Minutes. Mr. Frenier seconded the motion with all members in favor.

V. Public Hearing of Variance Request

A. 145 Charlotte Avenue – Lot 6

An application by John W. McFadden for a variance of 25 feet of lot frontage to Subsection A of Section 286-300.06, "Site development regulations – RL Low-Density Residential District", of Chapter 286, Zoning, of the Colonial Heights City Code. The variance will allow the subject parcel a minimum lot frontage of 50 feet rather than 75 feet for the construction of a single-family home. The variance shall be for parcel identification number 2300010305A, located at 145 Charlotte Avenue, with a legal description of Block 3, Lot 6 of Chesterfield Place Subdivision.

Mr. Carter provided a brief overview of the requested variance and Mr. Taft asked Mr. McFadden if he had any additional comments. Mr. McFadden replied no.

Mr. Dean asked if adjacent property owners were notified and Mrs. Payne, Assistant Director of Planning, said yes, neighbors on Piedmont Avenue, Charlotte Avenue, and streets across from the home were notified. One neighbor called to ask about the width of the potential home on a narrow lot and said she may come to the meeting. Mr. Dean stated he believed the older lots tend to be narrower since they were created at time of different zoning requirements. Mr. Taft agreed that the structures would be too narrow without the granting of a variance.

Mr. Taft asked about the setbacks and Mr. Carter confirmed that the side yard setback is 7.5 feet for the zoning district. Mr. Taft asked if the home can be no wider than 35 feet because it's a 50 feet wide lot. Mr. Carter confirmed that would be the maximum width and stated the building code minimizes the number of wall openings in a side yard of less than 5 feet.

Mr. Carter continued with his presentation showing the current tax map. He also pointed out portions of the lot have been added to the parcel to make it wider, specifically, Lots 5 and 7 were added to Lot 6 to make a 50 foot road frontage. Tax records showed that when these lots were originally platted, they were all 30 feet lots with some being split to other property owners. Concrete pads still exist on the site from demolished structures and previously there were two structures on the site.

Mr. Dean asked the applicant if he still planned to have the same setbacks as 143 Charlotte Avenue and he said no. There was continued discussion about setbacks and Mr. Carter continued by pointing out various heights of homes near 145 Charlotte Avenue. He also showed the approval criteria for a variance. He said 145 Charlotte Ave does meet the criteria for a variance. A revised motion was added to the packets of each member after review.

Mr. Taft asked if there were questions and there were none. Mr. Freeland moved to approve the variance for 145 Charlotte Avenue and Mr. Frenier seconded the motion.

VI. New Business

Mr. Carter said there are no applications to submitted for a meeting in June.

VII. Adjournment

Mr. Dean made a motion to adjourn the meeting and Mr. Freeland seconded the motion with all members in favor.

Mr. Ray Taft, Vice-Chairperson

Joseph Carter, Jr. Secretary