



## City of Goodyear

See meeting location  
below

### Meeting Minutes

### Board of Adjustment

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Tuesday, January 24, 2017

5:30 PM

Goodyear Municipal Complex  
14455 W. Van Buren St., Ste. D-101A  
Goodyear, AZ 85338

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#### 1. CALL TO ORDER

Chairman Neith called the Board of Adjustment Meeting to order at 5:30 p.m.

#### 2. ROLL CALL

**Present** 5 - Chairman Thomas Neith, Vice Chairman Estelle Beswick, Boardmember Gerald Schroeder, Boardmember Robert Garcia, and Boardmember Nancy Burton

Staff Present: City Clerk Maureen Scott and Planning Manager Katie Wilken

#### 3. ELECTION OF OFFICERS

**Conduct election of Chairman and Vice Chairman for the upcoming year.**

**MOTION by Boardmember Burton, SECONDED by Boardmember Schroeder to RE-APPOINT Boardmember Neith as Chairman. The motion carried by the following vote:**

**Ayes** 5 - Boardmember Burton, Vice Chairman Beswick, Boardmember Schroeder, Chairman Neith, and Boardmember Garcia

**MOTION by Boardmember Burton, SECONDED by Boardmember Garcia, to APPOINT Boardmember Beswick as Vice Chairman. The motion carried by the following vote:**

**Ayes** 5 - Boardmember Burton, Vice Chairman Beswick, Boardmember Schroeder, Chairman Neith, and Boardmember Garcia

#### 4. APPROVE MINUTES

[MINUTES](#) Approve draft minutes of a Board of Adjustment meeting held on January 13,  
[09-2017](#) 2016.

**MOTION by Boardmember Burton, SECONDED by Boardmember Beswick, to APPROVE the minutes. The motion carried by the following vote:**

**Ayes**      5 - Boardmember Burton, Vice Chairman Beswick, Boardmember Schroeder, Chairman Neith, and Boardmember Garcia

**5. CITIZENS COMMENTS/ APPEARANCES FROM THE FLOOR**

None.

**6. NEW BUSINESS**

**6.1 Provide training on the purpose, roles, and duties of the Board of Adjustment**

Katie Wilken, Planning Manager, gave an overview of the Board of Adjustment. The Board of Adjustment is a decision-making or quasi-judicial, body created by the City Council to hear variances and appeals from the Zoning Ordinance. It only meets as necessary to hear cases that have been filed. The Board of Adjustment primarily hears requests for variances from the Zoning Ordinance standards. In order to grant a variance, the board must find that it meets certain conditions. These include:

- \*Existence of a special circumstance tied to the property
- \*The property owner didn't create these circumstances
- \*Without the variance, the property will be denied same privileges as other property
- \*The variance will not be detrimental to surrounding property
- \*The variance does not grant special privileges

Wilken shared examples of variances. She said if there is a case, she will provide a staff report and facts about the case. Wilken stated she is the staff liaison and the contact person for the Board of Adjustment.

Wilken said that staff is looking at other cities on how they use their Board of Adjustment. Staff is looking at possibly having new processes in place where the board can become more active.

**7. INFORMATION ITEMS**

None.

**8. ADJOURNMENT**

There being no further business to discuss, Chairman Neith adjourned the Board of Adjustment Meeting at 5:42 p.m.

Respectfully Submitted by:

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Maureen Scott, City Clerk

\_\_\_\_\_  
Chairman

Date \_\_\_\_\_