

**HEARING OFFICER –Kelly Conference Room #155  
July 31, 2024 @ 2:00 p.m. - Record of Meeting**

The Hearing Officer meeting was held on Wednesday, July 31, 2024 in the Kelly Conference Room #155 and on Zoom. Hearing Officer present: Karina Pazos

**REPORTS RESOLUTIONS AND COMMUNICATIONS:**

**PETITIONS:**

V-21-24      **JT. Forbes & Martha Shedd**  
812 S. Morton Street  
Parcel: 53-01-55-240-000.000-009  
Request: Variance from side yard building setbacks to allow an addition to an existing residence in the Mixed-Use Medium Scale (MM) zoning district.  
Case Manager: Eric Greulich

Eric Greulich, Case Manager, presented the staff report. Staff is recommending the Hearing Officer adopt the proposed findings and approve V-21-24 with the following conditions:

1. The parking area in the rear of the structure must be brought into compliance with parking standards before occupancy will be issued for the addition.
2. Any addition to the garage must meet setback requirements. If the garage is removed, any new construction must meet setback requirements.
3. The petitioner will continue to work with staff on an Encroachment Agreement through the Board of Public Works if deemed necessary.

Denise Ronae, petitioner, gave more information about the variance request.

Karina Pazos, Hearing Officer, asked if the garage encroaches in the alley; Greulich said it encroaches 4 feet into the alley. Greulich stated the petitioner will work with Maria McCormick, Public Improvements Manager.

**Pazos made a motion to adopt the *Proposed Findings of Fact* and approve V-21-24 with the outlined conditions.**

Meeting adjourned 2:20 P.M.