

**Town of Hertford – Planning & Zoning Board of Adjustments
October 21, 2024 - 7:00PM**

Board Members Present: Sara Winslow, Milton Long, Andrew Almodova, Brenda Hollowell-White
Board Members Absent: Marvin Sutton, Joe T. White
Staff Present: Janice Cole, Doris Walton, Sarah Nixon
Public Present: Patrick Morris

This meeting was held in person at the Herford Community Center and was called to order at 7:00 PM by Chairman Sara Winslow.

Chairman Sara Winslow delivered the invocation.

The Pledge of Allegiance was recited.

Approval of Agenda

Board Member Brenda Hollowell-White made the motion to approve the agenda. Motion was seconded by Board Member Milton Long.

Vote was 5-0 to approve the agenda.

Approval of Minutes

Board Member Andrew Almodova made the motion to approve the September 16, 2024, minutes. Motion was seconded by Board Member Gracie Felton.

Vote was 5-0 to approve the minutes.

Continued Business

Consider a Request for Variance at 714 West Grubb Street

Zoning Administrator Janice Cole stated that this matter was back before us, since it was unable to be heard at the last meeting, due to having to notify the neighbors of the property. Notices of the request and meeting were sent to neighbors by Secretary Sarah Nixon. Mrs. Cole read through the Variance Application Worksheet with the Board and answered all questions.

The Board then asked if the applicant wanted to address the Board.

Mr. Patrick Morris introduced himself and stated that he is interested in purchasing this property, removing the current structure and building a single-family home. This home would be about 1,000 square feet and have 2 bedrooms and 1 bathroom. Mr. Morris would like to either sell the property or rent it.

The Board read through the three conclusions as a prerequisite to the issuance of a variance.

- (a) That there are no practical difficulties or unnecessary hardships in the way of carrying out the strict letter of Ordinance

Board Member Milton Long made the motion to approve this conclusion. Motion was seconded by Board Member Gracie Felton.

Vote was 5-0 to approve.

- (b) That the variance is in harmony with the general purposes and intent of the Ordinance and preserves its spirit

Board Member Andrew Almodova made the motion to approve this conclusion.

Motion was seconded by Board Member Gracie Felton.

Vote was 5-0 to approve.

- (c) That in granting of the variance the public safety and welfare have been assured and substantial justice has been done.

Board Member Milton Long made the motion to approve this conclusion. Motion was seconded by Board Member Andrew Almodova.

Vote was 5-0 to approve.

Board Member Andrew Almodova made the motion to approve the variance request. Motion was seconded by Board Member Milton Long.

Vote was 5-0 to approve.

New Business

None.

Announcements/Other Business

Mrs. Cole stated that she will be leaving at the end of this month, and the Town Council has appointed Doris Walton as the Interim Town Manager. The Town did get the grant for \$850,000 to start the work on the Theater. Also, the Town Council passed a Vacant Building Registration. Now all vacant commercial buildings in Town are required to make the building look not so vacant.

Adjournment

Board Member Gracie Felton made a motion to adjourn the meeting. Motion was seconded by Board Member Andrew Almodova.

Vote was 5-0 to adjourn.

Meeting was adjourned at 7:18 PM.

Chairman Sara Winslow

Secretary, Sarah Nixon

Date