

**MINUTES OF A PUBLIC MEETING  
OF THE CITY OF BUNKER HILL VILLAGE  
ZONING BOARD OF ADJUSTMENT  
TUESDAY, OCTOBER 11, 2022 AT 5:00 P.M.**

**I. CALL TO ORDER**

Chair Jennifer Rigamonti called the Zoning Board of Adjustment Meeting to order at 5:04 p.m. Those present at the beginning of the meeting, including alternates, constituted a quorum.

Present:

Jennifer Rigamonti  
Michelle Belco *via Zoom*  
David Marshall  
Patricia Shuford  
Ryan West, Alternate

Also in Attendance:

Karen H. Glynn, City Administrator/Acting City Secretary  
Steve Smith, Dir. of Public Works/Building Official  
Loren Smith, City Attorney  
Jennifer Namie, Assistant to the City Secretary  
Robert Lord, Mayor *via Zoom*  
Mallory Pack, Assistant to the City Administrator

**II. OATH OF OFFICE AND STATEMENT OF AUTHORITY**

Jennifer Namie, of Olson and Olson and Assistant to the City Secretary, administered the Oath of Office to the members present.

**III. ELECTION OF CHAIRMAN AND VICE CHAIRMAN TO SERVE THROUGH THE BOARD TERM ENDING JUNE 2023**

**A motion was made by Patricia Shuford and seconded by Ryan West to appoint Jennifer Rigamonti as Chair of the Zoning Board of Adjustment.**

**The motion carried 5 – 0**

**A motion was made by Patricia Shuford and seconded by Ryan West to appoint David Light as Vice Chair of the Zoning Board of Adjustment.**

**The motion carried 5 - 0**

**IV. A PUBLIC HEARING WILL BE HELD AT 5:00 P.M. REGARDING AN APPLICATION FROM MR. SEAN WAGGONER REQUESTING A VARIANCE TO APPENDIX A, SECTION 7.08 SWIMMING POOLS AND SETBACKS FOR 330 FOLWELL LANE**

**PRESENTATION BY CITY**

Steve Smith, Director of Public Works/ Building Official, presented the application. The City received a project submittal for a pool at 330 Folwell Ln with a desired side setback of 10 feet from the edge of water to the side property line. City Ordinance requires that a pool located in a side yard must meet the same required setback (20') as the main structure.

**PRESENTATION BY APPLICANT**

Mr. Sean Waggoner presented his application.

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED ABOVE

*Chair Jennifer Rigamonti opened the Public Hearing at 5:10 p.m.*

**Public Comments Received:**

Glenda Granger via Zoom, who resides at 322 Folwell Lane, voiced her support for the pool. Ms. Granger noted that the pool will enhance the value of the property, and will not be visible from the street.

*Chair Jennifer Rigamonti closed the Public Hearing at 5:19 p.m.*

**V. CONSIDERATION AND POSSIBLE ACTION REGARDING AN APPLICATION FROM MR. SEAN WAGGONER REQUESTING A VARIANCE TO APPENDIX A, SECTION 7.08 SWIMMING POOLS AND SETBACKS FOR 330 FOLWELL LANE**

**A motion was made by David Marshall and seconded by Chair Jennifer Rigamonti to approve a request from Mr. Sean Waggoner for a variance to Appendix A, Section 7.08 Swimming Pools and Setbacks for 330 Folwell Lane.**

**Roll Call Vote:**

Jennifer Rigamonti..... Yes  
Michelle Belco..... Yes  
David Marshall..... Yes  
Patricia Shuford..... Yes  
Ryan West..... Yes

**The motion carried 5 – 0**

**VI. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE JUNE 16, 2021 MINUTES FOR THE BOARD OF ADJUSTMENT**

**A motion was made by David Marshall and seconded by Patricia Shuford to approve the June 16, 2021 meeting minutes.**

**The motion carried 5 - 0**

**VII. UPDATE ON ACTIVITIES IN THE CITY**

City Administrator, Karen Glynn, thanked the Board for meeting and reported the following:

- Bunker Hill Elementary School Grand Opening – City Staff attended a successful ribbon cutting ceremony on September 14, 2022.
- Upcoming City Hall “Open House” – *October 19, 2022* – The event will display committees to increase public awareness, recruit new volunteers, and showcase committee accomplishments.
- Annual Villages Recycling Event – The event will be hosted at Hedwig City Hall on October 22, 2022.
- Public Works and Emergency Operations Building – Demolition of the former building has been completed.

**VIII. ADJOURN**

**A motion was made by Patricia Shuford and seconded by David Marshall to adjourn the meeting at 6:41 p.m.**

**The motion carried 5 – 0**

Approved and accepted on October 18, 2023.

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Chair

**ATTEST:**

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Gerardo Barrera, City Administrator/ Acting City Secretary