



Town of Paradise Valley

6401 E Lincoln Dr
Paradise Valley, AZ 85253

Meeting Notice and Agenda Board of Adjustment

Chair Hope Ozer
Boardmember Ken Barnes
Boardmember Joseph Contadino
Boardmember James Kuykendall
Boardmember Eric Leibsohn
Boardmember Bill Petsas
Boardmember Quinn Williams

Wednesday, April 3, 2024

5:30 PM

Council Chambers

1. CALL TO ORDER

2. ROLL CALL

Notice is hereby given that members of the Board of Adjustment will attend either in person or by telephone conference call, pursuant to A.R.S. §38-431(4).

3. EXECUTIVE SESSION

The Board of Adjustment may convene into an executive session at one or more times during the meeting as needed to confer with the Town Attorney for legal advice regarding any of the items listed on the agenda as authorized by A.R.S. §38-431.03.A.3.

4. STUDY SESSION ITEMS

Work/Study is open to the public however the following items are scheduled for discussion only. The Board of Adjustment will be briefed by staff and other Town representatives. There will be no votes and no final action taken on discussion items. The Board of Adjustment may give direction to staff and request that items be scheduled for consideration and final action at a later date. The order of discussion items and the estimated time scheduled to hear each item is subject to change.

5. PUBLIC HEARINGS

The Board of Adjustment may take action on this item.

6. ACTION ITEMS

The Board of Adjustment may take action on this item.

A. [24-090](#) Election of Chair per Section 2-5-3.A of the Town Code

Staff Contact: George Burton, 480-348-3525

Attachments: [A. Staff Report](#)

7. CONSENT AGENDA

All items on the Consent Agenda are considered by the Public Body to be routine and will be enacted by a single motion. There will be no separate discussion of these items. If a Commissioner or member of the public desires discussion on any item it will be removed from the Consent Agenda and considered separately.

A. [24-113](#) Approval of March 6, 2024 Board of Adjustment Minutes.

Staff Contact: Cherise Fullbright, 480-348-3539

Attachments: [2024-03-06 BOA Draft Minutes](#)

8. STAFF REPORTS

9. PUBLIC BODY REPORTS

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

AGENDA IS SUBJECT TO CHANGE

**Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Planning Commission are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.*

The Town of Paradise Valley endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for disabled persons at public meetings. Please call 480-948-7411 (voice) or 480-483-1811 (TDD) to request accommodation to participate in the Planning Commission meeting.



Action Report

File #: 24-090

AGENDA TITLE:
Election of Chair per Section 2-5-3.A of the Town Code

STAFF CONTACT:

TOWN *Of* **PARADISE VALLEY**



STAFF REPORT

TO: Chair and Board of Adjustment

FROM: Chad Weaver, Community Development Director
Paul Michaud, Planning Manager
George Burton, Senior Planner

DATE: April 3, 2024

DEPARTMENT: Community Development
George Burton, 480-348-3525

AGENDA TITLE:
Election of Chair per Section 2-5-3.A of the Town Code

RECOMMENDATION:
I recommend [*state name*] to serve as the Board of Adjustment Chairman-designate.

SUMMARY STATEMENT:
Section 2-5-3.A of the Town Code states, "The Board of Adjustment shall, at its first meeting in April of each year, elect one of its members to serve as its Chairman-designate. The member designated to be Chairman shall be approved or disapproved for the Chairmanship by the Town Council within thirty (30) days of the election by the Board of Adjustment.....No member shall serve as Chairman of the Board for a period of time in excess of two (2) consecutive years." Board Member Ozer has served two consecutive terms. She was elected as Chair on April 6, 2022, then re-elected April 27, 2023. Therefore, the Board of Adjustment must elect a new Chair-designate at the April 3rd meeting.

ATTACHMENT(S):
A. Staff Report



Action Report

File #: 24-113

AGENDA TITLE:
Approval of March 6, 2024 Board of Adjustment Minutes.

STAFF CONTACT:



Town of Paradise Valley

6401 E Lincoln Dr
Paradise Valley, AZ 85253

Minutes – Draft

Board of Adjustment

Chair Hope Ozer
Boardmember Ken Barnes
Boardmember Robert Brown
Boardmember Priti Kaur
Boardmember James Kuykendall
Boardmember Eric Leibsohn
Boardmember Quinn Williams

Wednesday, March 6, 2024

5:30 PM

Council Chambers

1. CALL TO ORDER

Chair Ozer called the meeting to order at 5:30 PM.

STAFF MEMBERS PRESENT

Town Attorney John Gaylord
Senior Planner George Burton
Management Specialist Cherise Fullbright

2. ROLL CALL

Present 6 – Chair Hope Ozer
Boardmember Ken Barnes
Boardmember James Kuykendall
Boardmember Eric Leibsohn
Boardmember Quinn Williams
Boardmember Joseph Contadino

Absent 1 – Boardmember Priti Kaur

3. EXECUTIVE SESSION

4. STUDY SESSION ITEMS

5. PUBLIC HEARINGS

A. 24-085 Discussion and Possible Action on Case No. BA-23-07
Kourouglos Variance - 8600 N Caballo Circle (APN 174-36-183)
Variance to allow an addition to the house to encroach into
Setback

Senior Planner George Burton presented the variance request to allow a garage addition to encroach into the 40' front yard setback. He compared the zoning ordinance to the request, including a proposed setback of 20'. Mr. Burton presented visual renderings, an aerial photo, and site photos of the property then proceeded to discuss the site conditions, history

of the lot, analysis, and scope of the request. A petition of support had been provided. Mr. Burton noted that staff believed that based on the property hardships, a variance was warranted.

Boardmember Barnes asked if the existing garage was within the building envelope, and if the new garage would accomplish/accommodate 6 cars in tandem. This information was confirmed by staff.

Attorney for the applicant, Wendy Riddell, discussed impacts of the current setbacks due to the property having three front designations and a drainage easement bisecting the property. She noted that a complete analysis of the neighborhood had been completed, and shared details from that analysis.

Boardmember Barnes complimented the presentation by Ms. Riddell.

Boardmember Leibsohn wondered if the property owner to the North signed the petition of support.

Ms. Riddell advised that the property owner to the North had signed the petition.

Boardmember Williams asked if the existing garage under the roof counted toward the overall 7,000 sq ft under roof.

Ms. Riddell stated it was counted, and the new garage addition would be counted as well since it will be connected to the main home.

The public hearing was open and closed at 5:49 PM. No public comment was received.

Boardmember Leibsohn believed that the required variance criteria had been met and stated he would be voting in favor of the request.

A motion was made by Boardmember Leibsohn seconded by Boardmember Kuykendall to approve the variance in accordance with the stipulations in the staff report. The motion carried with the following vote:

Aye: 6 – Chair Ozer, Boardmember Leibsohn, Boardmember Kuykendall, Boardmember Barnes, Boardmember Williams, Boardmember Contadino

Absent: 1 – Boardmember Kaur

6. ACTION ITEMS

7. CONSENT AGENDA

A. 23-346 Approval of December 6, 2023 Board of Adjustment Minutes.

A motion was made by Boardmember Leibsohn, seconded by Boardmember Kuykendall, to approve the December 6, 2023 Board of Adjustment Minutes. The motion carried with the following vote:

Aye: 6 – Chair Ozer, Boardmember Leibsohn, Boardmember Kuykendall, Boardmember Barnes, Boardmember Williams, Boardmember Contadino

Absent: 1 – Boardmember Kaur

8. STAFF REPORTS

9. PUBLIC BODY REPORTS

Chair Ozer congratulated Joseph Contadino who had been appointed to the Board late last year and reappointed effective April 1, 2024. Additionally, she noted that Boardmember Kuykendall and Boardmember Leibsohn had been reappointed.

Chair Ozer explained that according to the Board's rules, anyone elected as Chair may only serve two terms in a row. She noted that her second term was coming to an end, so there would be a nomination for a new chair at the April meeting.

10. FUTURE AGENDA ITEMS

Mr. Burton noted that the next meeting would be April 3, 2024 but there is nothing scheduled besides the Election of Chair. He agreed to seek clarification on the election and approval of board minutes being held on the scheduled date via Zoom.

Chair Ozer authorized a virtual meeting for April.

11. ADJOURNMENT

A motion was made by Boardmember Barnes, seconded by Boardmember Kuykendall, to adjourn the meeting at 5:57 PM. The motion carried with the following vote:

Aye: 6 – Chair Ozer, Boardmember Leibsohn, Boardmember Kuykendall, Boardmember Barnes, Boardmember Williams, Boardmember Contadino

Absent: 1 – Boardmember Kaur

Paradise Valley Board of Adjustment

By: _____
Cherise Fullbright, Secretary