

**DRAFT**  
**LEWISVILLE ZONING BOARD OF ADJUSTMENT MEETING MINUTES**  
**1<sup>st</sup> FLOOR COUNCIL CHAMBERS - LEWISVILLE TOWN HALL**  
**6510 SHALLOWFORD ROAD**  
**TUESDAY, November 26, 2024 - 6:00 P.M.**

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**NOTE:** ALL cases on the Zoning Board of Adjustment agenda are quasi-judicial in nature; as a result, NO communications should take place between yourself and the Zoning Board of Adjustments members prior to the public hearing.

**I. Call to Order**

- A. Chair Ken Wernick called the meeting to order at 6:00 p.m. Board members present were Ken Wernick, Annemarie Stanford, David Hunt, and Brian Gravely. Also present were Project Planner Rory Howard, Planner Adam Barr, Planning Director Lynn Cochran and Attorney Elliot Fus.

**II. Approval of Minutes**

- A. Brian Gravely moved to approve the May 28, 2024 minutes. The motion was seconded by Annemarie Stanford and approved unanimously.

**III. Withdrawals**

- A. None.

**IV. Continuance Requests**

- A. None.

**V. Hearing and Determination of Cases**

- A. Special Use Permit
1. Rory Howard read the required findings into the record:
    - a. The Board of Adjustment shall approve a special use permit only when the Board of Adjustment makes an affirmative finding as follows:
      - (1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the application and plans submitted and approved;
      - (2) That the use of the property otherwise meets all required conditions and specifications;
      - (3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
      - (4) That the location and character of the use, if developed according to the application submitted and approved, will otherwise be in harmony with the area in which it is to be located and in general conformity with Legacy and the Lewisville Comprehensive Plan.

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2. **Case # Z2400711** Jennifer Rubino requests permission to occupy an accessory dwelling on a .71-acre tract of land with an attached dwelling located at 800 Lewisville-Vienna Road (accessory address is 800 Lewisville-Vienna Road, Unit 101), approximately 340 feet north of Windham Farm Lane. Property is zoned RS20. Tax Block 4613, Tax Lot 024B.
- a. The applicant is looking to convert an existing garage into an accessory dwelling unit.
  - b. The public hearing was opened.
    - (1) Jennifer Rubino, the applicant, spoke to proposal. She intends to convert her existing garage into an accessory dwelling unit to allow family to live in the structure.
  - c. The public hearing was closed.
  - d. With an affirmative finding, David Hunt moved to grant the special use permit. The motion was seconded by Annemarie Stanford and approved unanimously.

**VI. Unfinished Business**

- A. None.

**VII. New Business**

- A. None.

**VIII. Adjournment**

- A. Having no other business to discuss, Brian Gravely moved to adjourn the meeting at 6:23 p.m. The motion was seconded by David Hunt and approved unanimously.

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Ken Wernick, Chair

ATTEST:

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Adam Barr, Planner