

**To:** Members of the Architectural Review Board  
**From:** Jennifer M. Rauch, AICP, Planning Director  
**Date:** October 28, 2020  
**Initiated By:** Chase J. Ridge, AICP Candidate, Planner I  
**Re:** 19-094ARB-MPR – Kne Residence Extension Request

## Summary

A request for a six-month extension of the Board Order for 19-094ARB-MPR has been submitted in accordance with the Zoning Code Section 153.073(E)(3)(d)(2) which states "The ARB may approve one six-month extension of the final approval upon written application prior to the expiration of date of the approval. The extension may be granted provided the Board finds that the reasons for the extension were beyond immediate control of the applicant."

## Background

The applicant originally submitted an application for an addition to an existing detached garage located at the rear of the property in September 2019. This application, which also requested approval of an Administrative Departure to allow for a detached accessory structure 10-percent larger than Code permits, was approved at the October 16, 2019 ARB meeting with two conditions. One condition required that the applicant return with final trim and construction details. The applicant returned to the ARB in November 2019, where final approval was obtained. Since this was the last recorded approval date for the project, the applicant has until November 20, 2020 to request an extension of approval.

In September 2020, the applicant contacted Staff requesting an extension of approval for the application. The applicant has provided a letter of request identifying the circumstances beyond their control, which is provided in the Board's packets. It should be noted that the extension request is not a review of the already approved application, since no changes to the plans are being proposed. Should the Board approve the extension request, the applicant will have until May 20, 2021 to apply for a building permit with the City. After this date, the approval will be void and the applicant will be required to apply for another Minor Project Review to be reviewed and approved by the Board.

## Recommendation

Planning Staff is recommending **approval** of the extension request.