



Annual Report

Fiscal Year 2024: July 1, 2023 – June 30, 2024

BOARD MEMBERSHIP

The following individuals served on the Windover Heights Board of Review in FY2024: Theresa Bachmann (Community Member, Chair), Stephen Kenney (Planning Commission Representative), Michael Cheselka (Board of Architectural Review Representative), Julie Kylo (Architect Member), and Craig Burns (Conservation and Sustainability Commission Representative).

MEETINGS AND WORK SESSIONS

The Windover Heights Board of Review met 8 times during fiscal year 2024. These meetings included the Board's regularly scheduled meetings and work sessions.

NOTABLE OUTCOMES

- The Windover Heights Board of Review made a recommendation to Town Council that a broader infrastructure plan be developed for the Windover Heights District that includes multiple street section for the Windover Heights Board of Review to discuss, or the option to recommend no Public Improvements are necessary.
- The Windover Heights Board of Review reviewed the current Comprehensive Plan and the sections pertaining to the Windover Heights District. During the work session held in May of 2024, the Board identified recommended changes to the Comprehensive Plan to support the district's vision.

SUMMARY OF MONTHLY MEETINGS AND WORK SESSIONS

July 11, 2023	Work Session with one agenda item for exterior alterations to an existing dwelling.
August 1	Regular Meeting with one agenda item for Certificate of Appropriateness for exterior alterations to an existing dwelling.
December 5	Regular Meeting with one application for a recommendation to the Town Council for the necessity of public improvements as part of the demolition of an existing home and construction of a new home.
January 23, 2024	Work Session with one agenda item to continue the discussion from December 5, 2023, regarding the necessity of public improvements.
February 6	Regular Meeting with one agenda item for a recommendation to Town Council for the necessity of public improvements, as the final discussion of the item from December 5, 2023, and January 23, 2024. The result was the approval of a recommendation memorandum.
March 5	Work Session with a presentation by Planning and Zoning staff regarding the Comprehensive Plan update and an invitation for the Board to prepare a recommendation to the Planning Commission.



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May 7

Work Session to discuss recommendations to the Planning Commission regarding the Comprehensive Plan update.

June 4

Regular Meeting with one agenda item for a Certificate of Appropriateness for a new single-family detached dwelling.