



PLANNING AND NEIGHBORHOOD SERVICES DEPARTMENT

MEMO

TO: Board of Adjustment

FROM: Kevin Icard, Associate Planner

DATE: June 18, 2014

SUBJECT: (Withdrawal Request) SUP2014-003 Patrick O'Connor, Friends Kennels

Staff received a request for a Special Use Permit to allow an indoor dog kennel at 201 Allen Way as a Major Home Occupation. This request was the result of Code Enforcement Violation #C806472; operating a business in a residential district without a Home Occupation Permit. The applicant informed staff that the dog kennel has been in operation at this location since 1999 and he was not aware that any permits from the Town were required.

Prior to the May 22 Board of Adjustment meeting; staff decided that additional information was needed from the applicant and requested that the public hearing was continued to the June meeting. During that time staff determined that the business did not need to continue with the Special Use Permit process. It was determined that the indoor kennel use was considered grandfathered due to the length of time that the business had been in operation at that location. Staff provided the applicant with a Nonconforming Use Certificate (Permit M-001439).

The applicant has requested to withdraw their request for the Special Use Permit.

