

**From:** [Kathleen Fullin](#)  
**To:** [Tucker, Matthew](#)  
**Subject:** Re: Zoning Board of Appeals Discussion item, 11/29/18  
**Date:** Monday, November 19, 2018 3:40:14 PM

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Thank you for informing me about this agenda item. I spend the winters in Tucson, AZ, so will be unable to appear at the meeting on Nov. 29. Could you please forward the following email to all the Board members? (I interpret your earlier email about email addresses as requesting that any emails to Zoning Board members go through staff.) I would very much appreciate a cc of that email.

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Thank you for asking that the process for considering variance appeals be put on your agenda. Matt Tucker informed me that the issue would be discussed on November 29. I am not in Wisconsin during the winter, and therefore have asked Mr. Tucker to forward my comments to you.

A variance request affecting my property was considered by the Board on Thursday, Sept. 20. Fortunately I was home on Wednesday, Sept. 12, when my postcard arrived.

However, many people take two week vacations. In the winter, I have my mail forwarded (which generally takes a full week). In those common situations, the postcard would arrive after the public hearing.

Also, the Zoning Administrator was unavailable until Monday afternoon Sept. 17. When I called him then I learned that a staff recommendation had just been posted. So effectively I had 3 days to learn about the details of the variance being requested and decide how to respond.

This contrasts with the weeks of preparation time the requester has to draw up their proposal, meet with the Zoning Administrator, and develop their arguments.

Please change your policy and send the postcards 20 days prior to the hearing, and require any staff recommendation to be posted at least 10 days before any hearing. This would give neighbors time to consider their options, examine the staff recommendations, and determine how to respond.

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On Nov 16, 2018, at 11:40 AM, Tucker, Matthew  
<[MTucker@cityofmadison.com](mailto:MTucker@cityofmadison.com)> wrote:

Hi Kathy- We put the discussion item on the agenda for the ZBA meeting of 11/29. You will have an opportunity to speak at this meeting if you wish. Link to the agenda is [here](#).

Matt Tucker

## **Matt Tucker**

Zoning Administrator  
Building Inspection Division

<image003.jpg>

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