

Meeting Minutes
Board of Zoning Appeals
November 13, 2025

Members present: Don Criswell, Chr
Dave Barker, Vice Chr
Peggy Manor, VBM
Joel Harvey, Atty
Janet Davis, Clerk
Absent: Debbie Brammer, VBM
Kenny Melton, Sec
Jennifer Kelsik, VBM

Also in attendance: Don Thompson

The New Castle Board of Zoning Appeals met on Thursday, November 13, 2025, in the City Council Chambers.

Chairman Chriswell brought the meeting to order at 6:00pm. After he confirmed the members had reviewed the minutes from the October 9, 2025 meeting, Dave Barker made a motion to accept the minutes, with a second made by Peggy Manor; this motion passed unanimously by the voting members attending.

The Chair then introduced the only item on the agenda, BZA-12-25, an application made by Don Thompson; 3211 Beechwood Drive, New Castle; requesting a development standards variance to demolish the existing attached single-car garage and replace it with an attached two-car garage, without meeting the required 6' side setback requirement; in R1 single-family residential zoning.

Mr. Thompson informed the board that he and his wife Patti were in the process of trying to build a two-car garage. They would like to demolish the existing single-car garage and replace with a two-car garage, in the same location, but they would need relief from the property line setback to do this.

Don Criswell then verified that the Building Commissioner had completed a site inspection and had determined the required setback could not be met. The Chairman was then referred to the site plan that had been submitted with the application, which approximated the side setback at four feet. Mr. Thompson then explained that his contractor had met with the Building Commissioner to approximately measure the site. Since that time, Mr. Thompson had received their survey of the property. By his approximation from the survey, the two-car garage would be one and one-half feet from the property line, if approved.

Peggy Manor asked if there would be an overhang on the new garage, and Mr. Thompson told her there would be an overhang toward the road. The edge would stay flush with the trim board. The direction of the gable on the new garage would change to line up with the house gable, with a one-foot overhang in the front.

Dave Barker confirmed with Janet Davis that the legal requirements for this request had been met, and also confirmed that the variance request was to violate the side setback without naming a specific distance to violate.

Peggy Manor then asked if the breezeway would remain, and was told by Mr. Thompson that it was actually the utility room, and the common wall between the utility room and the garage would remain intact. Three new walls would be built to complete the new garage, if approved. Some discussion followed to confirm the size of the proposed garage. Mr. Thompson confirmed the existing fence line was more accurate in defining the property line than the property line visible on the Beacon map.

Chairman Criswell then offered the floor to anyone who wished to speak in favor of, or in opposition to, the request. With no response, he then asked the board members if there were any additional questions. Peggy Manor and Dave Barker both commented the addition of a two-car garage would add both appeal and value to the home.

The Chair then called for voting, and after completing the roll call vote, Janet Davis announced the following outcome:

BZA-12-25: granted 3-0 with two absent voting members

Mr. Thompson was advised that his contractor would need to submit construction plans to the Building Commissioner for approval, before obtaining a building permit.

With no additional business, Peggy Manor made a motion to adjourn; second by Dave Barker. The meeting adjourned at 6:15pm.

Respectfully submitted,



Kenny Melton, Secretary

New Castle Board of Zoning Appeals