Minutes
Town of Atlantic Beach
Board of Adjustment Meeting
Town Boardroom
125 West Fort Macon Road
Monday, September 15, 2025

Members Present	Members Absent	Others Present
Michael Bosse, Chair	Harrison Smith, Vice Chair	Jonathan Eure, BOA Attorney
Bradley Jones	Tony Engrassia	Katrina Tyer, Town Clerk
Bonnie Pitts	Stephen Rea, Alternate	Elisabeth Webster, Planner
	Shannon Vance, Alternate	John Owen, Applicant of Chase Building Co.

Prior to the meeting, Katrina administered oaths to Michael Bosse and Bradley Jones.

CALL TO ORDER
Chairman Bosse called the meeting to order at 6:05 p.m.

ROLL CALL/EXCUSE ABSENT BOARDMEMBER(S)/APPOINTMENT OF ALTERNATES
Smith and Engrassia were absent due to work. Alternates Rea and Vance notified staff before the meeting that they were unable to attend.

Jones made a motion *to excuse* Smith, Engrassia, Rea, and Vance.. Seconded by Pitts. Vote was unanimous, 3-0. Motion carried.

ACTION ITEMS
Due to lack of a quorum, Jones made a motion *to continue* all agenda items (the Election of Chair/Vice-Chair, Approval of the August 19, 2024 Meeting Minutes, and the public hearing on VAR-25-01: 110 Swindell Lane) until the next regular meeting on October 20, 2025. Seconded by Pitts. Vote was unanimous, 3-0. Motion carried

BOARD/STAFF COMMENTS
No comments.

Jones made a motion *to adjourn*. Seconded by Pitts. Vote was unanimous, 3-0. Motion carried. The time was 6:07 p.m.

These minutes were approved at the October 20, 2025 meeting of the Atlantic Beach Board of Adjustment.

Approved by:

Mike Bosse, Chair

Katrina Tyer, Clerk