

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
MONDAY, FEBRUARY 24, 2020 – 7:00 P.M.
WEDDINGTON TOWN HALL
1924 WEDDINGTON ROAD WEDDINGTON, NC 28104
AGENDA**

1. Open the Meeting
2. Determination of Quorum
3. Election of Chairman and Vice-Chairman
4. Approval of Minutes – December 19, 2019 Regular Planning Board Meeting Minutes
5. Old Business
 - A. Discussion and Recommendation of Text Amendment to Section 58-13 Temporary Structure and Uses and Section 58-14 Removing Temporary structures and uses requiring a conditional use permit.
6. New Business
 - A. Discussion of Text Amendment to Section 58-4 Definitions; 58-175 (3)(d) Off-street Parking and adding Section 58-25 Outdoor Storage for Storage/Parking of RVs, Boats, and Motorhomes
7. Update from Town Planner and Report from the January and February Town Council Meetings and Retreat
8. Board member comments
9. Adjournment

**TOWN OF WEDDINGTON
REGULAR PLANNING BOARD MEETING
MONDAY, DECEMBER 16, 2019 – 7:00 P.M.
WEDDINGTON TOWN HALL
MINUTES
PAGE 1 OF 3**

1. Open the Meeting

Chairman Prillaman called the meeting to order at 7:00 p.m.

2. Determination of Quorum

Quorum was determined with Chairman Brad Prillaman, Board members Walt Hogan, Barbara Harrison, Jim Vivian, Steve Godfrey, and Gerry Hartman present. Board member Tami Hechtel was absent.

Staff present: Town Administrator/Planner Lisa Thompson, Town Clerk Karen Dewey

Visitors: Bill Deter, Pat Harrison

3. Approval of Minutes – November 25, 2019 Regular Planning Board Meeting Minutes

Motion: Board member Hartman made a motion to approve the November 25, 2019 Regular Planning Board Meeting Minutes.
Second: Board member Godfrey
Vote: The motion passed with a unanimous vote.

4. Old Business

No Old Business

5. New Business

A. Approve 2020 Regular Meeting Calendar

The Board agreed to holding the May meeting on May 18th as the regular meeting date in May will fall on Memorial Day, the December meeting on December 21st, and set the first Board of Adjustment meeting for 2021 on January 25.

Motion: Board member Hartman made a motion to approve the 2020 Regular Meeting Calendar.
Second: Board member Hogan
Vote: The motion passed with a unanimous vote.

**B. Discussion and Recommendation of Text Amendment to Chapter 58 Section 58-13
Temporary Structures and Uses**

Ms. Thompson reviewed the staff report: The Town adopted an event policy in October. The policy identifies levels of support provided by the Town; outlines event requirements and responsibilities;

and sets forth the application process required of event sponsors. It covers liability insurance requirements, risk control, traffic control, food vendors, alcohol, participant waivers, etc.

The temporary use/event section of the Town's ordinance needs to be updated to follow the new policy. Section 58-13 needs reorganization to give the zoning administrator authority to approve permits, amend the notice requirement for events, includes submission requirements, and add additional approval criteria standards. Ms. Thompson requested the Planning Board review the proposed changes to the text, including the criteria and parameters for approval.

Ms. Thompson stated that there is no rush to recommend this text amendment. She requested the Board review the parameters and criteria. Chairman Prillaman expressed concerns setting definitions and requirements.

The Board agreed to review the text and Ms. Thompson will have responses to the concerns.

6. Update from Town Planner and Report from the December Town Council Meeting

Ms. Thompson gave an update and report from the Council meeting: The Council conducted the swearing in of Mayor Callis and Councilmembers Propst and Pruitt. They approved the preschool use at Christ South and approved a budget amendment. The Council discussed fire department repairs, called for a public hearing for the text amendment to the Erosion and Sediment Control Ordinance, and approved the 2020 meeting schedule. Ms. Thompson stated that she held a pre application meeting for The Woods.

7. Recognition of Planning Board Members Gerald Hartman and Barbara Harrison

Chairman Prillaman recognized the work of Board members Barbara Harrison and Gerry Hartman. Board member Harrison has served the community in multiple capacities: on the Planning Board, on the County Board of Commissioners, and on the Town Council. Her leadership is vital to our town. Board member Hartman has been a solid member of the Planning Board with his attention to detail and his eloquence in making motions.

Board member Vivian thanked both board members for the time they've given to the community.

Board member Hogan stated that both are pillars of this community and he will miss their leadership.

8. Board member comments

Board member Hartman asked Ms. Thompson to read into the minutes the statuses of the NCDOT projects that are delayed:

Rea Road Extension: delayed to 2024

Tilley Morris roundabout: delayed to 2021

NC 16 widening: calls for bids in 2024, but still in a holding pattern.

Leading left light at 12 Mile Creek Road and NC84 will be completed within the month.

Potter Road and Forest Lawn intersection is on the Union County critical intersection list. There should be a cost estimate and preliminary design done by June.

Board member Hartman thanked Ms. Thompson and Ms. Dewey and his fellow board members. He believes this planning board to be an excellent body and he is very thankful for everybody's service. Keep Weddington a great place to live.

9. Adjournment

- Motion:** Board member Hartman made a motion to adjourn the December 16, 2019 Regular Planning Board Meeting at 7:26 p.m.
- Second:** Board member Hogan
- Vote:** The motion passed with a unanimous vote.

Approved: _____

Brad Prillaman, Chairman

Karen Dewey, Town Clerk

DRAFT



MEMORANDUM

TO: Chairman and Planning Board

FROM: Lisa Thompson, Town Administrator/Planner

DATE: February 24, 2020

SUBJECT: Text Amendment to Section 58-13 Temporary Structures and Uses

In October 2019, the town adopted an event policy. The policy identifies levels of support provided by the Town; outlines event requirements and responsibilities; and sets forth the application process required of event sponsors. It covers liability insurance requirements, risk control, traffic control, food vendors, alcohol, participant waivers, etc.

The temporary use/event section of the Town's ordinance needs to be updated to be consistent with the policy. The text attached reorganizes section 58-13, gives the zoning administrator authority to approve permits, amends the notice requirement for events, includes submission requirements, and adds additional approval criteria standards.

The Planning Board reviewed the text in December 2019 and made suggestions on changing the existing language regarding temporary construction trailers and sales office (attached document reference 58-13(c)) and what 'actively marketed' means.

Staff pulled a few other towns ordinances related to the removal of model homes and construction trailers below:

Cornelius: Construction trailers and mobile residential neighborhood sales offices shall not be permitted on the lot more than thirty (30) days after the completion of the development or upon issuance of the final Certificate of Occupancy.

Matthews: A sales office other than a model home shall be terminated at the completion of the sale of seventy five percent (75%) of the total number of homes and/or lots within the development, and any improvements related solely for the sale office shall be removed from the

site. When a model home is used as a sales office, it may continue to be used as a sales facility until the last home is sold.

Waxhaw: Temporary real estate offices in construction trailers or temporary modular units shall be terminated when either the last home or lot is sold or the use as a sales office has ceased for one hundred eighty (180) days.

A mark-up of the town's current ordinance is attached.

Sec. 58-13. - Temporary structures and uses.

(A) Permit Required. Temporary structures and uses, when in compliance with all applicable provisions of this chapter and all ordinances of the town, shall be approved by the zoning administrator, who shall issue a permit for such approval. The applicant shall complete and submit an application and a fee, in accordance with a fee schedule adopted by the town council.

(1) The following temporary structures ~~and uses~~ shall be permitted:

(a) In the event of a disaster, the result of which would require the rebuilding of a dwelling, the owner and his family may occupy a mobile home on the property. The permit shall be issued for a six-month period and may be renewed by the town council, provided construction has proceeded in a diligent manner.

(b) Mobile homes, construction trailers and temporary buildings not for residential purposes, when used by a contractor for field offices and storage during the building of structures on the same site, are permitted. The permit shall be issued for a one-year period and may be renewed by the zoning administrator on an annual basis, provided the construction has proceeded in a diligent manner. Renewal shall take place during the renewal window prescribed in the Town of Weddington Annual Enforcement Manual. Failure to renew the permit may result in enforcement and penalties described in [section 58-3](#).

(c) Structures, whether temporary or permanent, located in a subdivision, and used as sales offices for the subdivision development are permitted only with a permit granted pursuant to this section. The zoning administrator shall issue such permit for a period of one year. An extension of up to one additional year may be granted by the zoning administrator, provided that the development is being actively marketed and three or more residential lots within the subdivision remain to be sold by the developer. Following this initial extension period, the permit may be extended only within the discretion of the town council and only for a period of time the town council deems appropriate, provided the subdivision is being actively marketed and three or more residential lots within the subdivision remain to be sold by the developer. Renewal shall take place during the renewal window prescribed in the Town of Weddington Annual Enforcement Manual. Failure to renew the permit may result in enforcement and penalties described in [section 58-3](#). After the developer sells all lots within the subdivision, or after any permit granted under this section expires, whichever occurs first, the temporary structures shall be removed, and any permanent structures temporarily used as a sales office shall be used only for a purpose otherwise

permitted in that district. After a permit issued under this section expires, no other permits under this section may be issued for that same subdivision unless approved by the town council. For purposes of this section, having a sales office within a subdivision, by itself, shall not constitute "actively marketing" the subdivision.

(2) The following temporary uses shall be permitted:

- (a) Any use of a temporary nature (i.e., less than 45 days in duration and held no more than four times per year at any particular location) which would not otherwise be permitted in a particular zoning district and which will materially affect normal activities (i.e., increased traffic, noise, etc.) ~~may be issued a temporary use permit as herein provided. The applicant shall complete and submit an application and a fee, in accordance with a fee schedule adopted by the town council.~~ a. The zoning administrator may grant a temporary use permit for the following temporary uses: such as Sales sales for civic, charitable and nonprofit organizations, i.e., Christmas tree sales and grand openings within 6 months of obtaining a certificate of occupancy. The permit shall be valid for a specified period only, not to exceed 45 days in duration. ~~b. The planning board may issue a temporary use permit for all other temporary uses including p~~
- (b) Public events such as festivals, concerts, carnivals, circuses, etc., only after a public hearing notices are sent has been conducted as follows:

Notices shall be sent by the town by first class mail to the applicant and to owners of all contiguous pieces of property and to all other property owners whose properties lie within 200 feet of any portion of the property ~~in question~~ at least ten-thirty days prior to the public hearing event. The notice shall indicate the nature of the public hearing event and the date, time and place at which it is to occur. ~~The applicant shall provide the town with a list of all affected property owners.~~

~~2. Notice shall also be posted by the town clerk in a conspicuous location at the town hall at least ten days prior to the public hearing. Said notice shall indicate the nature of the public hearing and the date, time and place at which it is to occur.~~

~~3. A sign shall also be placed by the town in a conspicuous location on the subject properties indicating the nature of the public hearing and date, time and place at which it is to occur. Said sign shall be placed on the properties in question at least ten days prior to the public hearing.~~

~~4. Before issuing any temporary use permit, the zoning administrator and/or planning board shall make the following determinations: written description of the proposed use or event, the duration of the use or event, the hours of operations, anticipated attendance, and any buildings/structures and signs used in conjunction with the event, as well as a response to each of the criteria established below. In addition, permit may only be processed if the applicant complies with the following:~~

- ~~(i) — That the proposed temporary use will not materially endanger the public health, welfare and safety;~~
- ~~(ii) — That the proposed temporary use will not have a substantial negative effect on adjoining properties;~~
- ~~(iii) — That the proposed temporary use is in harmony with the general purpose and intent of this chapter and preserves its spirit; and~~
- ~~— The proposed temporary use is held no more than four times per year at any particular location.~~

~~In addition, the planning board may authorize conditions regarding duration of the use, hours of operation, signage, lighting, temporary structures, etc., and such conditions shall be made part of the temporary use permit issued. Violations of such conditions shall be considered a violation of this chapter.~~

~~e. The decision of the planning board may be appealed by the applicant to the town council. The decision of the zoning administrator may be appealed by the applicant to the board of adjustment pursuant to article VIII of this chapter. A written application for town council review shall be submitted to the zoning administrator within seven days of the planning board decision.~~

~~(B) Submission Requirements. An application for a temporary use permit will include a written description of the proposed use or event, the duration of the use or event, the hours of operations, anticipated attendance, and any buildings/structures and signs used in conjunction with the event, as well as a response to each of the criteria established below. In addition, permit may only be processed if the applicant complies with the following:~~

- ~~(1) written permission is submitted to the Town from the property owner of the site from which a temporary use or event will take place;~~
- ~~(2) building permits or approval by the Union County Building Official and Fire Code Inspector are submitted if the temporary use involves use of a temporary structure or tent. Also, any applicable approvals must be obtained in writing from the Union County Health Department for any temporary use or event involving food service.~~
- ~~(3) Application should be made at least 10 working days in advance of the requested start date for a temporary structure or 45 days for a special event. The Zoning Administrator will make a determination whether to approve, approve with conditions or deny the permit within 10 working days after the date of application.~~
- ~~(4) Any applicant denied a permit by the Zoning Administrator will be notified in writing of the reasons for the denial and of the opportunity to appeal the denial to the Board of Adjustment.~~

(C) Approval Criteria and Standards

Before issuing any temporary use permit, the zoning administrator shall make the following determinations:

- (1) That the proposed temporary use will not materially endanger the public health, welfare and safety;
- (2) That the proposed temporary use will not have a substantial negative effect on adjoining properties;
- (3) That the proposed temporary use is in harmony with the general purpose and intent of this chapter and preserves its spirit;
- (4) The proposed temporary use is held no more than four times per year at any particular location.
- (5) The duration and hours of operation of the temporary use must be consistent with the intent of the event or use and compatible with the surrounding land uses. The duration and hours of operation will be established by the Zoning Administrator at the time of approval of the temporary use permit.
- (6) The temporary use, as determined by the Town, will not cause undue traffic congestion or accident potential given anticipated attendance and the design of adjacent streets, intersections and traffic controls.
- (7) Adequate off-street parking will be provided for the temporary use, and it will not create a parking shortage for any of the other existing uses on the site.
- (8) The temporary use will be compatible in intensity, appearance, and operation with surrounding land uses in the area, and it will not impair the usefulness, enjoyment, or value of adjacent property due to the generation of excessive noise, dust, smoke, glare, spillover lighting, or other forms of environmental or visual pollution.
- (9) The Zoning Administrator will review all signage in conjunction with the issuance of the temporary use permit for compliance with the sign requirements set forth in 58-151, Sign Regulation.
- (10) The Zoning Administrator may establish any additional conditions deemed necessary to ensure land use compatibility and to minimize potential adverse impacts on nearby uses, including, but not limited to, time and frequency of operation, temporary arrangements for parking and traffic circulation, requirements for screening/buffering, and guarantees for site restoration and cleanup following the temporary use.

(D) Expiration and Lapse of Approval

If the use described in the temporary use permit has not begun within 90 days from the date of issuance, the temporary use permit will expire and be of no further effect.

(E) Appeals

Appeals of temporary use permits denied by the Zoning Administrator will be taken to the Board of Adjustment within 30 days of mailing of the denial, in accordance with the procedures in Chapter xxx

(Ord. No. 87-04-08, § 4.7, 4-8-1987; Ord. No. O-2003-18, 10-13-2003; Ord. No. O-2003-08, 3-10-2003; Ord. No. O-2007-08, 9-10-2007; Ord. No. O-2010-12, 8-9-2010; Ord. No. O-2015-14, 11-9-2015; Ord. No. O-2015-14, 11-9-2015)

Sec. 58-14. ~~Temporary structures and uses requiring a temporary conditional use permit.~~

~~(a) In either the R-CD, R-40, R-60 or R-80 residential districts, a temporary conditional use permit may be granted by the town council for not more than one mobile home to be placed on a residential lot as an accessory use when conditions exist of the need to care for an immediate family member due to medical reasons. The conditional use permit shall be granted only after the town council has made all of the following findings:~~

~~(1) That the mobile home is an accessory use to the principal residential use;~~

~~(2) That the mobile home will be placed on the lot on a temporary basis;~~

~~(3) That there exists a medically related need for the proximate care of an immediate family member (this finding must be substantiated by a certification of need from a medical doctor and other evidence the town council may desire);~~

~~(4) That the person responsible for providing the care will live in either the principal dwelling or the mobile home and that the person needing the care shall live in the structure not occupied by the person providing the care;~~

~~(5) That there exist sufficient reasons justifying separate quarters and such reasons shall be limited to either contagious disease, serious illness, or lack of adequate space within the principal dwelling;~~

~~(6) That the person in need of care is an immediate family member of the person to be responsible for providing care;~~

~~(7) That the mobile home will have adequate access to a well and septic tank as verified by permits from the county health department;~~

~~(8) That the mobile home will be placed in the rear yard and will be no closer than 20 feet from any property line or, if it is not feasible to locate the mobile home in the rear yard, that the mobile home will be located in the nonrequired side yard behind the building line of the principal dwelling; and~~

~~(9) That the granting of the CUP will not materially endanger the public health, safety and welfare.~~

~~(b) In addition to the requirements of subsection (a) of this section, the following shall apply:~~

~~(1) The CUP shall be valid for one year after the issuance or for shorter periods as specified by the town council, however, no such CUP shall be valid beyond 30 days after any of the reasons justifying the CUP cease to exist.~~

~~(2) The CUP may be renewed prior to the expiration date with proper application to and approval by the town council when the hardship warranting the original permit remains and is verified.~~

~~(3) Such permit is granted to a particular owner on the basis of circumstances peculiar to that owner and it shall not remain in effect in the event of a change of ownership of any land, structure, use, or other item covered by the CUP.~~

~~(4) When granting the CUP, the town council may impose reasonable conditions, restrictions, and safeguards as considered necessary to protect the public health, safety and general welfare in accordance with the purpose or intent of this chapter. Violation of these conditions, restrictions and safeguards shall be considered a violation of this chapter.~~

~~(e) In the event of overcrowded permanent facilities, a temporary CUP may be issued by the town council to any school or church using, at the time of the application, permanent buildings for one or more mobile classrooms, pending construction of additional permanent facilities. The CUP shall be issued for a period of up to one year and may be renewed by the town council for subsequent periods of one year. Any mobile classroom permitted pursuant to this subsequent renewal shall be constructed pursuant to the state building code~~



MEMORANDUM

TO: Chairman and Planning Board

FROM: Lisa Thompson, Town Administrator/Planner

DATE: February 24, 2020

SUBJECT: Text Amendment to Section 58-4 Definitions; Section 58-25 Outdoor Storage; and Section 58-175 Off Street Parking

The Town has received complaints about tractors, boats, and recreational vehicles being stored within front yards of individual lots.

Staff is proposing language to require that recreational vehicles and boats be stored on an improved surface and within the side or rear yard.

Planning Board discussed a text amendment similar to this in 2018. The previous proposed text read that RV/Campers and cars can be parked in the front if it's on an improved surface. The Board stated that a resident could pave or gravel an area off the front driveway and still park their vehicles in front. The previous text also mentioned that stored vehicles in the side or rear had to be screened. The Planning Board discussed concerns on what that meant.

During the 2020 retreat Planning Board and Council discussed storing the vehicles behind the front façade/front plain of the home or if they are allowed to be in the front yard and on an improved driveway, they are required to be a certain distance from the road.

Staff has attached suggested language to be discussed at the meeting.

In Section 58-4: add the following new definitions:

Driveway, Improved A driveway with a surface that is concrete, asphalt, brick, gravel, or other similar material

Motor Vehicle: Any machine designed or intended to travel over land or water by self-propulsion or while attached to a self-propelled vehicle. *LAND VEHICLE* means any machine designed or intended to travel over land by self-propulsion or while attached to a self-propelled vehicle. *WATER VEHICLE* means any machine designed or intended to travel over water by self-propulsion or while attached to a self-propelled vehicle.

In Section 58-175(3)(d): amend the following:

In residential areas, the temporary parking or storage of mobile homes shall be prohibited. Boats, motor homes and camping trailers may, however, be stored ~~or temporarily parked~~ in a residential district **on an improved driveway in accordance with 58-25 Outdoor Storage**. All inoperative motor vehicles stored outdoors shall be parked behind the residence and screened from the public right-of-way.

Add the following new Section

Section 58-25, OUTDOOR STORAGE

- (a) The storage of goods or products as an ancillary use is permitted in residential districts. The goods or products shall be stored in the side or rear yard and screened with an opaque fence, a tarp/cover, or within a shed or building.
- (b) Storage of Motor Vehicles, Recreational Vehicles and Water Vehicles in Residential Districts:
 - 1. Recreational vehicles (which include motorhomes, towables/5th wheels, and folding/tent campers and trailers; and water vehicles (boats/vessels/personal watercraft): must be stored in the side or rear yard and must be stored on an improved driveway. Only one recreational vehicle or water vehicle per property is allowed.

**TOWN OF WEDDINGTON
HISTORIC PRESERVATION COMMISSION MEETING
WEDDINGTON TOWN HALL
1924 Weddington Road
Weddington, NC 28104
JANUARY 27, 2020*
AFTER THE PLANNING BOARD REGULAR MEETING
AGENDA**

1. Open the Meeting
2. Determination of Quorum
3. Election of Chairman and Vice-Chairman
4. Approval of the 2020 Historic Preservation Commission Meeting Calendar
5. Approval of Minutes
 - A. April 26, 2019 Regular Historic Preservation Commission Meeting Minutes
6. Old Business
7. New Business
8. Adjournment

****Rescheduled to February 24, 2020***

2020 HISTORIC PRESERVATION COMMISSION MEETING SCHEDULE
4TH MONDAY OF THE FIRST MONTH OF EVERY QUARTER AFTER THE REGULARLY
SCHEDULED PLANNING BOARD MEETING AT 7:00 P.M.

DATE	LOCATION
January 27, 2020	Town Hall Council Chambers
April 27, 2020	Town Hall Council Chambers
July 20, 2020	Town Hall Council Chambers
October 26, 2020	Town Hall Council Chambers
January 25, 2021	Town Hall Council Chambers

**TOWN OF WEDDINGTON
REGULAR HISTORIC PRESERVATION COMMISSION MEETING
WEDDINGTON TOWN HALL
APRIL 22, 2019
AFTER REGULAR PLANNING BOARD MEETING
MINUTES
PAGE 1 OF 2**

1. Open the Meeting

Chairman Harrison opened the meeting at 8:14 p.m.

2. Determination of Quorum

Quorum was determined with Chairperson Barbara Harrison, Members Tami Hechtel, Brad Prillaman, Jim Vivian, Steve Godfrey, and Walt Hogan present. Member Gerry Hartman was absent.

3. Approval of Minutes

A. January 28, 2019 Regular Historic Preservation Commission Meeting Minutes

Motion: Board member Prillaman made a motion to approve the January 28, 2019 Regular Historic Preservation Commission Meeting Minutes.
Second: Board member Vivian
Vote: The motion passed with a unanimous vote.

6. Old Business

7. New Business

A. Discussion of Historic Marker for Matthews Property on Providence Road

The members discussed the parameter for replacing the sign in front of the Matthews house. Staff will find out if the old sign still exists. The Commission agreed for a sign more visible from the road. Staff will get a price estimate and get a mockup of a replacement and will collect comments from the members. Staff will check details of needing a certificate of appropriateness for any improvements done to the inside of the house.

B. Discussion of Process for Veteran Identification and Verbiage for Recognition Plaques

The members discussed parameters for getting veterans on the memorial. The agreed it should be done annually and there should be a budget for the plaques. There should be forms to confirm veteran's status.

8. Adjournment

Motion: Board member Prillaman made a motion to adjourn the April 22, 2019 Regular Historic Preservation Commission Meeting at 8:25 p.m.
Second: Board member Vivian
Vote: The motion passed with a unanimous vote.

Chairman

Adopted: _____

Karen Dewey, Town Clerk

**TOWN OF WEDDINGTON
BOARD OF ADJUSTMENT MEETING
WEDDINGTON TOWN HALL
1924 Weddington Road
Weddington, NC 28104
January 27, 2020***
**AFTER THE HISTORIC PRESERVATION COMMISSION MEETING
AGENDA**

1. Open the Meeting
2. Determination of a Quorum
3. Election of Chairman and Vice-Chairman
4. Appointment of Alternate A and Alternate B
5. Approval of the January 28, 2019 Board of Adjustment Minutes
6. Adjournment

****Rescheduled to February 24, 2020***

**TOWN OF WEDDINGTON
BOARD OF ADJUSTMENT MEETING
WEDDINGTON TOWN HALL
JANUARY 28, 2019
AFTER THE HISTORIC PRESERVATION COMMISSION MEETING
MINUTES
Page 1 of 1**

1. Open the Meeting

Chairman Gerry Hartman opened the January 28, 2019 Board of Adjustment meeting at 8:43 p.m.

2. Determination of a Quorum

Quorum was determined with Chairman Hartman, Board members Barbara Harrison, Jim Vivian, Brad Prillaman in attendance. Alternates Steve Godfrey and Tami Hectel were present. Board member Walt Hogan was absent.

3. Election of Chairman and Vice-Chairman

Board member Harrison nominated Gerry Hartman as Chairman of the Board of Adjustment. Board member Vivian seconded the nomination. The Board agreed unanimously.

Board member Prillaman nominated Walt Hogan as Vice Chairman of the Board of Adjustment. Board member Vivian seconded the nomination. The Board agreed unanimously.

4. Appointment of Alternate A and Alternate B

Chairman Hartman appointed Board member Godfrey as Alternate A and Board member Hechtel as Alternate B.

5. Approval of the January 22, 2018 Board of Adjustment Minutes

Motion: Board member Prillaman made a motion to approve the January 22, 2018 Board of Adjustment minutes as presented.

Second: Board member Vivian

Vote: The motion passed with a unanimous vote.

6. Adjournment

Motion: Board member Prillaman made a motion to adjourn the January 28, 2019 Board of Adjustment meeting at 8:44 p.m.

Second: Board member Vivian

Vote: The motion passed with a unanimous vote.

Approved: _____

Chairman

Karen Dewey, Town Clerk