

**TOWN OF YADKINVILLE  
BOARD OF ADJUSTMENT  
MONTHLY MEETING MINUTES  
OCTOBER 26, 2015  
7:00 P.M.**

**TOWN HALL – COMMISSIONERS CHAMBERS  
213 VAN BUREN STREET, YADKINVILLE NC 27055**

**BOARD OF ADJUSTMENT MEMBERS  
(PRESENT/ABSENT):**

Steve Brown – Meeting Chair  
Virgil Dodson – Vice Chairman-**ABSENT**  
Chris Matthews  
Mary Reavis  
Dale Wilhelm-**ABSENT**  
Scott Winbarger  
H. L. Wooten

**TOWN OFFICIALS**

**PRESENT:**

Perry Williams – Town Manager  
Shelia Weathers – Town Clerk  
Richard Smith – Planning Advisor

Quorum is met – Meeting proceeded

**1. MEETING CALLED TO ORDER**

Mr. Steve Brown called the meeting to order at 6:59 p.m. and established that a quorum was present to conduct board business.

**2. APPROVAL OF MINUTES**

Mrs. Chris Matthews made a motion to approve the minutes for June 22, 2015. Mrs. Mary Reavis seconded the motion and passed unanimously.

Vote: 4/0

**3. NEW BUSINESS**

• **Appointment of Chairperson:**

Mr. Steve Brown made a motion to appoint Mr. Virgil Dodson as Board of Adjustment Chairman. The motion was seconded by Mrs. Chris Mathews and passed unanimously.  
Vote: 4/0

Mrs. Mary Reavis made a motion to appoint Mr. Steve Brown Board of Adjustment Vice-Chairman. The motion was seconded by Mr. H. L. Wooten and passed unanimously.

Vote: 4/0

- **Approval of “2016 Scheduled Meetings” (Attachments #1):**  
Mrs. Chris Matthews made a motion to approve the “2016 Scheduled Meeting” calendar as presented. Mrs. Mary Reavis seconded the motion and passed unanimously.  
Vote: 4/0
- **Mr. Richard Smith Introduction – Town Planning Advisor:**  
Town Manager Mr. Perry Williams introduced Mr. Richard Smith to the Board of Adjustment members as the Town of Yadkinville’s new Planning Advisor. Mr. Richard Smith stated that his duties included being the planning and zoning liaison with an emphasis on code enforcement. He stated that Mr. Steve May would serve as the Code Enforcement Officer. He indicated that many of the Town’s Code of Ordinances needed revisions due to age and technology.

Mr. Richard Smith presented a brief overview of how the process of zoning and planning worked and the duties of the Board of Adjustment. He stated the Board of Adjustment is a quasi-judicial board with duties to hear and decide special and conditional use permits, requests for variances, and appeals of decisions of administrative officials charged with enforcement of the ordinance. The Board hears and decides all matters that are required to pass under any statute or ordinance that regulates land use or development.

Mr. Smith briefly discussed the Planning Board role. He advised he would be like a staff planner, and that the Planning Boards’ main concern would be zoning text amendments and zoning duty changes and act as his advisory board.

#### **4. OTHER BUSINESS**

Town Manager Perry Williams advised the Board that the December meeting date will be on the 21st instead of the 28<sup>th</sup> due to the Christmas holiday.

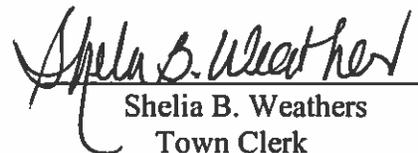
#### **5. ADJOURNMENT**

With no further business, Mrs. Chris Matthews made a motion to adjourn. The motion was seconded by Mr. H. L. Wooten and approved unanimously. The Board adjourned at approximately 7:28 p.m.

Vote: 4/0



Steve Brown  
Meeting Chair



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Shelia B. Weathers  
Town Clerk