



**TOWN OF YADKINVILLE
BOARD OF ADJUSTMENT
MONTHLY MEETING MINUTES
JUNE 26, 2017
6:00 P.M.**

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

BOARD OF ADJUSTMENT MEMBERS

(PRESENT/ABSENT):

Steve Brown – Chair
Virgil Dodson – Vice Chair
Mary Reavis
Perry Snow-ABSENT
Chip Thomas
Dale Wilhelm-ABSENT
H. L. Wooten-ABSENT

TOWN OFFICIALS

PRESENT:

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

Andrew Brown - Attorney

Quorum is met – Meeting proceeded

1. MEETING CALLED TO ORDER

Mr. Steve Brown called the meeting to order at 6:09 p.m. and established that a quorum was present to conduct board business.

2. APPROVAL OF MINUTES

Mr. Virgil Dodson made a motion to approve the minutes for May 23, 2016. Mrs. Mary Reavis seconded the motion and passed unanimously.

Vote: 4/0

3. NEW BUSINESS

Town Attorney Ben Harding introduced Attorney Andrew Brown and stated that Mr. Brown would be representing the Board of Adjustment in the upcoming administrative appeal case July 24, 2017. Mr. Harding noted that he would be representing the Town staff.

Mr. Brown spoke to the Board and explained his role and hearing procedures in the upcoming appeal.

- **Training – Planning Advisor Richard Smith:**

Mr. Richard Smith presented the Board of Adjustment with a training handout. The topics discussed were:

(1) What is a quasi-judicial hearing?

- (2) What cases does a Board of Adjustment hear?
- (3) Variance Procedures
- (4) Appeals Procedures
- (5) Rules of Procedure
- (6) Quasi-judicial Hearing Procedures
- (7) Conflicts of Interest
- (8) Evidence
- (9) Findings and Decisions

At the conclusion, Mr. Smith noted that the Board of Adjustment rarely goes into Close Session. After some discussion, the training concluded.

- **Set Public Hearing for July 24, 2017 at 6:00 p.m. – Administrative Appeal:**
A public hearing was set for *Monday, July 24, 2017 at 6:00 p.m.* to hear an administrative appeal by Ms. Samantha Welborn for property located at 220 Taylor Street-Trailer, PIN #581718309560.

4. OTHER BUSINESS

Town Manager Perry Williams asked the Board to consider changing their meeting date from the fourth Monday to the third Monday beginning August 3, 2017.

Mr. Virgil Dodson made a motion to change the regular meeting date from the fourth Monday to the third Monday beginning August 3, 2017. The motion was seconded by Mrs. Mary Reavis and passed unanimously.

Vote: 4/0

Planning Advisor Richard Smith noted that the Board would need to elect a new Vice-Chair due to Mr. Dodson being an alternate representative.

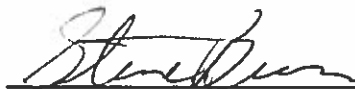
Mr. Virgil Dodson made a motion to appoint Mr. Chip Thomas as the Vice-Chair of the Board of Adjustment. Mrs. Mary Reavis seconded the motion and passed unanimously.

Vote: 4/0

5. ADJOURNMENT

With no further business, Mrs. Mary Reavis made a motion to adjourn. The motion was seconded by Mr. Chip Thomas and approved unanimously. The Board adjourned at approximately 7:09 p.m.

Vote: 4/0



Steve Brown
Chair



Shelia B. Weathers
Town Clerk