

ALBEMARLE COUNTY BOARD OF ZONING APPEALS
COUNTY OFFICE BUILDING
401 MCINTIRE ROAD – LANE AUDITORIUM
TUESDAY, JANUARY 5, 2016– 2:00 P.M.

Board Members: David Bass, *absent*
L.F. Wood
Randy Rinehart
David Bowerman
Ed Robb

Staff Members: Amelia McCulley
Ron Higgins
Carla Harris, BZA Clerk and Recorder

County Attorney: Andy Herrick, Assistant County Attorney

1. Call to Order

The meeting was called to order at 2:00 p.m. by Vice-Chairman L.F. Wood.

2. Establish a Quorum

A quorum was established, and the meeting proceeded.

3. Annual Organizational Meeting/Election of Officers

Mr. Rinehart moved to approve the slate of officers in positions as currently held: David Bass as Chairman, L.F. Wood as Vice-Chairman, and Randy Rinehart as Secretary. Mr. Robb seconded the motion, which passed unanimously (4-0).

Mr. Bowerman joined the meeting at 2:02 p.m., after the vote was taken.

4. Matters Not on the Agenda

None were presented.

Mr. Wood stated that under the BZA Rules and Procedures, they were allowed to have matters from the public, but since he has served on the BZA there have never been any – and it had been suggested that they remove the item from their rules and procedures.

Mr. Rinehart moved to remove the “Matters from the Public” item from the agenda. Mr. Bowerman seconded the motion, which passed unanimously (4-0).

5. New Business

A. Approval of 2016-2017 Board of Zoning Appeals Meeting Dates

Mr. Wood stated that on certain days and holidays on which BZA meetings fell on the first Tuesday of the month, the meetings would be postponed until the second Tuesday of the month, and in 2016 this included the Fourth of July, Labor Day, and Election Day.

Mr. Rinehart moved to adopt the 2016-17 meeting dates as presented. Mr. Robb seconded the motion, which passed unanimously (4-0).

B. Approval of 2015 BZA Annual Report

Mr. Wood stated that they had only received a few cases, with two withdrawn and the other one acted upon and affirmed, so it would be passed onto the Board of Supervisors once the BZA approved it.

Mr. Bowerman moved to approve the 2015 BZA Annual Report as presented. Mr. Rinehart seconded the motion, which passed unanimously (4-0).

C. Approval of Rules of Procedures

Mr. Wood stated that BZA members had all received the Rules and Procedures for the coming year, and said that he had read them and not noted any major changes. He asked Ms. McCulley if she was aware of any changes.

Ms. McCulley stated that there were no major changes, but noted that based on prior action in the meeting to remove "Matters not on the Agenda," that would be stricken from the Rules and Procedures, which was currently Item 3.C.

Mr. Wood stated that if someone were to show up at a meeting and want to speak, Chairman Bass would be receptive to that, and said that he could not imagine there would be anything coming randomly from the public that the BZA could take action on, so they would refer it to the Board of Supervisors or the appropriate body.

Mr. Bowerman said that if someone had a grievance or issue, they could start the process at the BZA.

Ms. McCulley commented that based on the BZA's action, Item C would be stricken, and in the order of the agenda under B, #3 would be stricken and everything else would be renumbered.

Mr. Rinehart moved to accept the BZA Rules and Procedures as presented. Mr. Robb seconded the motion, which passed unanimously (4-0).

D. Approval of Minutes from June 2, 2015 and July 14, 2015 Meeting

The BZA approved the minutes of June 2, 2015 and July 14, 2015 as presented, with a unanimous voice vote (4-0).

6. Old Business

There was no old business presented.

Ms. McCulley said that the submittals that would go on a February BZA meeting agenda were taken in, and there were no variances or appeal applications so that meeting could be canceled.

7. Adjournment

Mr. Rinehart moved to adjourn the meeting. Mr. Bowerman seconded the motion, which passed unanimously (4-0).

There being no further business, the meeting adjourned at 2:10 p.m.

(Recorded by Carla Harris and transcribed by Beth Golden)

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Randolph R. Rinehart", is written over a horizontal line. The signature is stylized and cursive.

Randolph R. Rinehart, Secretary Board of Zoning Appeals