

**BOARD OF ZONING APPEALS
MINUTES OF MEETING HELD FEBRUARY 8, 2016**

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The Board of Zoning Appeals met in regular session on February 8, 2016 at 6:00 p.m. in the Municipal Building Council Chambers.

MEMBERS PRESENT:

The following members were present: Jonathan Greene, Pete Hutchinson, Rob Richter and Jim Williams.

MEMBERS ABSENT:

Jeff Jones was absent.

ALSO PRESENT:

Also present were Brian Wafzig, Council Liaison; Kelli Novak, Zoning Officer and one visitor.

ORGANIZATION:

MOTION: Mr. Richter moved to appoint Jeff Jones as Chairperson.

ROLL CALL: Mr. Greene, yes; Mr. Hutchinson, yes; Mr. Richter, yes; Mr. Williams, yes. 4-yes, 0-no. MOTION CARRIED

MOTION: Mr. Greene moved to appoint Pete Hutchinson as the Vice Chairperson.

ROLL CALL: Mr. Greene, yes; Mr. Hutchinson, yes; Mr. Richter, yes; Mr. Williams, yes. 4-yes, 0-no. MOTION CARRIED

APPROVAL OF BY-LAWS:

Mr. Hutchinson stated that each year we have approval of the By-Laws, which is the instrument that is used to run the meeting and the internal rules and regulations for the Board.

MOTION: Mr. Richter motioned to approve the By-Laws.

ROLL CALL: Mr. Greene, yes; Mr. Hutchinson, yes; Mr. Richter, yes; Mr. Williams, yes. 4-yes, 0-no. MOTION CARRIED

APPROVAL OF MINUTES:

The Board reviewed the November 16, 2015 meeting minutes.

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MOTION: Mr. Hutchinson moved to approve the November 16, 2015 minutes as submitted.

ROLL CALL: Mr. Greene, yes; Mr. Hutchinson, yes; Mr. Richter, yes; Mr. Williams, yes. 4-yes, 0-no. **MOTION CARRIED**

OTHER BUSINESS:

None.

EXCUSE ABSENT MEMBERS:

Mr. Richter motioned to excuse Mr. Jones.

ADJOURNMENT:

There being no further business to conduct, Mr. Greene motioned to adjourn the meeting.

The meeting adjourned at 6:03 p.m.

Respectfully Submitted,

Kelli R. Sanders-Novak
Clerk of Council