

BOARD OF APPEALS

October 22, 2012

7:00 PM

ATTENDANCE: Board Members: Chairman William Malesh, Tim Thompson, Mike Salmon, Larry Souder, Town Planner Mary Ann Skilling and Planning and Zoning Coordinator Dianna Battaglia.

Mr. Malesh called the meeting to order at 7:05 PM.

APPROVAL OF MINUTES:

Motion made by Mr. Salmon and seconded by Mr. Thompson to approve the November 28, 2011 meeting minutes as written. Mr. Souder abstained. **All in Favor. Motion Passed.**

Motion made by Mr. Thompson and seconded by Mr. Malesh to approve the December 27, 2011 meeting minutes as written. Mr. Souder and Mr. Thompson abstained. **All in Favor. Motion Passed.**

Welcome to Larry Souder, new member appointed September 4, 2012 by Mayor and Commissioners. Mr. Souder replaces Mr. Barrett who has been appointed to the Planning and Zoning Commission.

GENERAL DISCUSSION:

Ms. Skilling gave a brief overview of the Board of Appeals and the things that the board would review. From the minutes just approved, one for consideration was the High Roads School approved as a Special Exception, and the other a variance for signs at Pasquale's. The Board of Appeals has to provide findings based on standards that indicate criteria was met for board approval. All hearings go through legal procedures, with a court reporter and legal counsel present. For each case an information package is provided to members prior to the hearing for review. Information includes pertinent development standards and facts with a staff report to be able to evaluate the case. All hearings are advertised in the local newspaper and on the Town website. Approvals can also be conditioned to certain criteria at the board's discretion.

Meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Dianna M. Battaglia
Planning & Zoning Coordinator