



City of Belmont
Board of adjustment
Belmont city hall
Thursday, 8 December 2016
7 p. m.

1. Call to order
2. Swearing in of new members
3. Adopt minutes of the August 25, 2016 meeting
4. Variance – Practice Case
5. Other business
6. Adjourn



Board of Adjustment Minutes

The Belmont Board of Adjustment met Thursday, 25 August 2016, at Belmont City Hall, at 7 p.m.

Members present:
Neil Brennan
Jay Green
Leighton Stamps
Ken Taylor

Staff present:
Shelley DeHart, Planning Director
Alex Robinson, Senior Planner
Melissa Lockamy, Planner

Chairman Neil Brennan called the meeting to order.

Rules of Procedure: Planning Director Shelley DeHart presented the draft Rules of Procedure which were originally distributed to the board at their meeting on 14 July 2016. Comments submitted by the board were reviewed by the attorney and staff has incorporated the suggested revisions. Ms. DeHart reviewed the provisions in the rules. Following discussion about when a final decision is rendered, Chairman Brennan inquired if it is possible for the board to approve meeting minutes in advance of the next meeting, via electronic communication for example. Staff agreed to research this matter.

The board reached a consensus about removal of some wording in Section G(2)(a), and Ken Taylor made a motion to adopt the proposed Rules of Procedure with the recommended changes to this section. Leighton Stamps seconded the motion and all members voted to adopt the Rules of Procedure as amended.

Variance Discussion: Senior Planner Alex Robinson distributed a publication from the UNC School of Government on the topic of Variance Standards. Mr. Robinson stated that all information provided is relevant and important to the board's mission. In lieu of presenting all the details in the document, Senior Planner Robinson requested the board read the document in its entirety. Board agreed to do so.

Staff and the board thanked Ken Taylor for his years of service as this was his last meeting. Having no other business, Ken Taylor made a motion to adjourn. Motion was seconded by Jay Green and passed with a unanimous vote.

Neil Brennan, Chairman