

SUMMARY MINUTES OF BOARD OF ADJUSTMENT HELD JUNE 13, 2017 -

1. CALL TO ORDER – 5:40 P.M.
2. THOSE PRESENT –Cindi Kreutzer, Tom Aljinovich, Kathy Drulard, Alan Albrandt, Ruzz Rizzo, Nicholas Snow, Stephanie McCabe

ALSO PRESENT: Reid Betzing, Sr. Ass't. City Attorney; Rob Smetana, Planning Manager, Will Tucker Planner I, Jodi Baros, Recording Secretary

3. INTRODUCTIONS – Reid Betzing explained the purpose of the workshop was to offer training for the new members, as well as a refresher course for the existing members. He also stated this was an opportunity to introduce the new members and the staff.
4. OATH OF OFFICE – The following new members were sworn in:

Stephanie McCabe

5. HANDOUTS - The new member was given the following documents:

Land Development Code Book
BOA Bylaws
BOA Meeting Schedule
Phone Numbers and Emails of Members and Staff

6. DEVELOPMENT REVIEW PROCESS –

Rob Smetana explained the new development process review system and how staff receives applications for development, the review process involved, and the scheduling of the applications that come before the Board of Adjustment.

Will Tucker explained the role of the Planner regarding the project review and the analysis that goes into the staff report.

Staff also encouraged the Board of Adjustment to call or email any questions or concerns regarding the project prior to the hearing.

7. LEGAL -

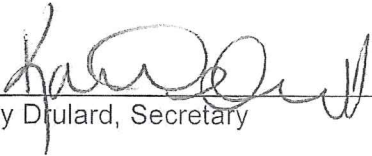
Reid Betzing provided information pertaining to issues concerning administrative, legislative and quasi-judicial actions. He provided copies to the Board of the items discussed.

8. OTHER ITEMS –

The next meeting is scheduled for July 25, 2017.

9. ADJOURNED – 7:25 P.M.


Cindi Kreutzer, Chairman


Kathy Djulard, Secretary


Jodi Baros, Recording Secretary