

Pender County Planning and Community Development

Planning Division

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

MINUTES Pender County Board of Adjustment Meeting March 15, 2017 9:00 a.m. Pender County Public Meeting Room 805 S. Walker Street, Burgaw, North Carolina

Call to Order: Chairman Ferrante called the meeting to order at 9:02 a.m.

Invocation: Administered by Vice-Chairman Pullen

Roll Call: Chairman Ferrante called the roll and welcomed new Board member Rivenbark.
Pender County Board of Adjustment Members:
Ferrante: Pullen: Godridge: Rhodes:

Alternates:

Peters: Rivenbark:

- 1. Adoption of the Agenda:** Motion to adopt the agenda was made by Vice-Chairman Pullen; seconded by Board member Rhodes. The vote was unanimous.
- 2. Election of Officers (Chairperson and Vice-Chairperson):** Director Breuer opened the floor for Chairperson nominations. Board member Godridge nominated Board member Ferrante, there were no other nominations; the vote was unanimous for Board member Ferrante to serve as the 2017 Chairperson for the Pender County Board of Adjustment. Director Breuer opened the floor for Vice-Chairperson nominations. Board member Pullen nominated Board member Rhodes, Board member Rivenbark nominated himself. Director Breuer called for a vote for the nominations and they were as follows: Board member Rhodes five (5) votes in favor, Board member Rivenbark one (1) vote in favor. Board member Rhodes was voted to serve as the 2017 Vice-Chairperson for the Pender County Board of Adjustment.
- 3. Adoption of the 2017 Meeting Calendar:** Motion to adopt the 2017 Meeting Calendar was made by Board member Godridge; seconded by Vice-Chairperson Rhodes. The vote was unanimous.
- 4. Adoption of the Minutes (September 21, 2016):** Motion to adopt the September 21, 2016 minutes was made by Board member Pullen; seconded by Board member Godridge. The vote was unanimous.
- 5. Public Comment:** None

6. **Board Training:** Director Breuer provided the Board with printed copies of the training modules and explained that the training materials were purchased from the UNC School of Government. Director Breuer stated that he would begin the training and asked that the Board ask any questions at any time. Director Breuer continued with each interactive module for topics a-c listed below.
 - a. **Making a Quasi-Judicial Decision:**
 - b. **Conduction an Evidentiary Hearing:**
 - c. **Variance Standards:**

There was a brief recap of the topics discussed, the Board thanked staff for the informative training. Chairman Ferrante requested that the Vice-Chairperson sign the Findings of Fact at any time he may be absent.

- d. **Appeals of Staff Decision and Interpreting the Ordinance:** Due to time, item d.) was postponed until a future training session.

7. **Next Meeting:** TBD

8. **Adjournment:** 12:00 pm

The entire recording of the Board of Adjustment Meeting and Training are on file with the permanent records in the Planning Department office.