

ZONING BOARD MEETING  
At the Newcomb Community Center

January 20<sup>th</sup>, 2020 at 7:00PM

MINUTES

CALL TO ORDER/ROLL CALL – MEMBERS PRESENT

Chairman James Sharpton called the meeting to order at 7:02pm. Zoning Board members Ramon Reed, Jesse Garetson and Rodger Lull were present. Minutes taken by Town Clerk Sara Gibb.

APPROVE MINUTES OF NOVEMBER 18, 2019

**Motion to approve the minutes from November 18, 2019 as presented made by Zoning Board member Jesse Garetson. Seconded by Zoning Board member Ramon Reed. Motion carried 4-0.**

UNFINISHED BUSINESS:

Review, discuss and vote by consensus on zoning code revisions

The Zoning Board began discussions/revisions with Section 17 – I

There was discussion regarding change orders for building permits. Assistant Building Inspector Tom Gibb requested clarification from the Zoning Board regarding the types of changes that would be subject to an official change order. The Zoning Board suggested the following: changes to square footage, structural changes (requiring engineering), anything that is controlled by the zoning ordinance or the building code.

Zoning Board member Ramon Reed pointed out that the current zoning code requires changes to be approved “in writing” by the building inspector. It was suggested that this requirement is currently not being followed but should be so that there is an official record in writing.

There was discussion about job descriptions for the building inspector and sanitarian and including those in the zoning code revision. Zoning Board member Rodger Lull asked if the Zoning Board believes that duties and job descriptions for the building inspector and sanitarian should be included in a zoning code. Chairman James Sharpton believes that this is appropriate. Payment for the building inspector was discussed.

The Zoning Board would like to designate the April meeting to look at building inspector and sanitarian duties.

ANNOUNCEMENTS:

Next Meeting February 17, 2020

ADJOURN: Meeting adjourned at 8:53pm