

**TOWN OF DEWEY-HUMBOLDT
BOARD OF ADJUSTMENT
MEETING MINUTES
FEBRUARY 21, 2012, 1:00 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT BOARD OF ADJUSTMENT WAS HELD ON TUESDAY, FEBRUARY 21, 2012, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. CHAIR, LYDIA CHAPMAN PRESIDED.

- 1. Call To Order.** The meeting was called to order at 2:04 p.m.
- 2. Pledge of Allegiance.** Skipped.
- 3. Roll Call.** Board Members Judy Davidson, and Frank Davidson; Vice Chair Jack Hamilton (absent at roll call-arrived at 2:10 p.m.); and Chair Lydia Chapman were present.
- 4. Consent Agenda.**

4.1. Minutes. Minutes from the November 21, 2011, and January 20, 2012 Board of Adjustment meetings.

Frank Davidson made a motion to Approve 4.1. Minutes. Minutes from the November 21, 2011, as presented. Judy Davidson seconded the motion. It was approved by a 3-0 vote in favor.

Lydia Chapman spoke on the minutes needing to be changed to show "November" instead of "December". Those corrections will be made by the Town Clerk before signing.

Frank Davidson made a motion to Approve 4.1. Minutes. Minutes from the January 20, 2012 Board of Adjustment meetings, as amended. Judy Davidson seconded the motion. It was approved by a 3-0 vote in favor.

5. Discussion Agenda - Unfinished Business. Discussion and Possible Action on matters previously presented to the Board.

Jack Hamilton arrived at 2:10 p.m.

The Board discussed what they wanted from the Planner before a case; they reviewed the Board of Adjustment Hearing Application form, Staff Report form, and Application Checklist. They discussed hearing protocols for the Board of Adjustments.

5.1 Discuss Planner's, and Board of Adjustment Processes

5.2 Review of new application, packet forms and sample Planner's Hearing Report.

5.3 How Board of Adjustment and Planner can best work collaboratively, and establish guidelines.

5.4 Review time-lines for packet distributions; Planner's Pre-Application Review and Interview; Guidelines for Board of Adjustment site visits.

6. Discussion Agenda-New Business- Discussion and Possible Action on matters not previously presented to the Board.

The Board discussed the sample hearing protocols.

6.1. Arizona Revised Statue 32-2161, False Statements or publications concerning land, subdivision or membership camping contract for sale or lease.

6.2. Board of Adjustment Sample Notes-Samples from Mock Hearing (handout).

6.3. Sample Hearing Protocol-Discussion (handout).

7. Planners Report - Discussion and Possible Action. No Planner's report.

8. Comments from Public.

Jerry Brady spoke on whether the Board of Adjustment had a legal right to exist as a committee, also about due financial diligence.

9. Comments from Board-no discussion. None.

10. Adjourn. The meeting was adjourned at 4:07 p.m.

Lydia Chapman, Chair

ATTEST:

Jack Hamilton, Vice Chair and Minute Taker