

**TOWN OF DEWEY-HUMBOLDT
BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES
OCTOBER 21, 2011, 2:00 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT BOARD OF ADJUSTMENT WAS HELD ON FRIDAY, OCTOBER 21, 2011, AT TOWN HALL, 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. CHAIRPERSON, LYDIA CHAPMAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:00 p.m.
2. **Pledge of Allegiance.** Made.
3. **Roll Call.** Board of Adjustment Members Frank Davidson, Judy Davidson, Vice Chair Jack Hamilton, and Chair Lydia Chapman were present. Note: Odis Brockman's resignation was received prior to the meeting.
4. **Consent Agenda.**

4.1. Approval of minutes from the August 26, 2011 meeting.

Judy Davidson made a motion to approve the minutes from August 26, 2011, seconded by Jack Hamilton. The motion passed unanimously.

5. **Discussion Agenda – Unfinished Business.** Discussion and Possible Action on matters not previously presented to the Board.

5.1. Review changes for "Rules of Procedure."

Made changes to the Rules of Procedure. Article V item 5 added to it so principles in the proceedings could ask questions with certain restrictions. Article V item 6 & 7 the words (shall) will be changed to (will).

5.2. Clarify past controversial words and phrases; make any new changes necessary.

5.3. Approve "Procedures."

Judy Davidson made the motion to approve Rules of Procedure as amended. Jack Hamilton seconded. The vote was unanimous for approval.

5.4. Discuss Robert's Rules, "Calling out of order."

Only chairperson can rule when a person is out of order.

6. **Discussion Agenda – New Business**

6.1 Study and discussion of materials from Arizona Planning Association Conference September 28, 2011 (materials will be distributed to members at the meeting).

- a. Discuss handout -"Boards of Adjustment Case Studies," by Frank Cassidy, Marana Town Attorney.

Handed out packet on **Board of Adjustment Case Studies.** This came from the meeting that Lydia attended for Board of Adjustment training. Committee reviewed cases in the studies.

6.2. "Duties of Board Members" – A discussion of appropriate preparation and participation.

All members came prepared for meeting by reading packets ahead of time.

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At 3:10 p.m. the Board recessed for a break. They returned back out of recess at 3:21 p.m.

7. Recommendations for Future Meetings and Discussion.

7.1 November Meeting – Read and prepare “Boards of Adjustment, Powers and Limitations.”
(Materials from AZPA Conference, September 28, 2011).

Homework was given to Judy and Frank Davidson so they would have the same information that the rest of the committee has.

7.2 Extend time for training for the benefit of the Davidson’s.

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

Lydia Chapman, Chairperson

ATTEST:

Jack Hamilton, Vice Chairman