

Town Council Agenda Item Report

Agenda Item No. 2018-9-0

Submitted by: Sarah Baker

Submitting Department Planning

Meeting Date: February 13, 2018

SUBJECT

Resolution Appointing the 2018 Chair and Vice Chair for the Board of Adjustment - Sarah Baker, Community Relations Liaison (continued from January 23, 2018 Meeting)
Brief/Action - February 13

Recommendation:

Appoint Chair and Vice Chair for Board of Adjustment

Updates/History of Briefing:

This item was scheduled for briefing and action January 23, 2018. The item was deferred until the February 13 meeting at the request of Town Council.

Executive Summary and Background Information:

The Morrisville Unified Development Ordinance requires that the Chair and Vice Chair of the Board of Adjustment (BOA) be appointed on an annual basis, and that a two-step process be used. First, the Board of Adjustment makes a recommendation of which members should serve these functions, and then the Town Council reviews this recommendation and makes a final decision.

Section 2.2.2.E.1 of the Unified Development Ordinance reads: "The Board of Adjustment" shall recommend one of its members to serve as its Chair and another as its Vice Chair. The Town Council shall consider these recommendations and appoint the board's Chair and Vice Chair, each to serve a one-year term." Town Council may affirm the recommendation of the BOA or appoint other members at their discretion.

The BOA nominated and recommended that Gerard Falzon be appointed as Chair, and Jack Walton be appointed as Vice Chair for 2018.

Potential Options:

1. Appoint the recommended nominees.
2. Appoint one of the following eligible members as Chair: Mack Baker (Term expires 8/31/18), Steven Botha, Patty Cheng, or Jack Walton
3. Appoint one of the following eligible members as Vice Chair: Mack Baker (Term expires 8/31/18), Steven Botha, Patty Cheng, or Gerard Falzon

Staff Recommendation:

Staff recommends appointing board members that 1) understand the role of the BOA, 2) are able to conduct a meeting in accordance with Robert's Rules of Order, and 3) can separate the facts of a case from their own personal beliefs.

ATTACHMENTS

- [2018-9-0 BOA Chair and Vice Chair Briefing Supplement.pdf](#)
- [2018-9-0 RES BOA Chair and Vice Chair.docx](#)
- [2017-9-0 ATTH 1 BOA Roster 01172018.pdf](#)