



BOARD OF ADJUSTMENT

AGENDA

NOVEMBER 8, 2021

7:00 P.M.

Call to Order

1. Recognition of Quorum
2. Adopt Agenda
3. Review May 3, 2021 Meeting Minutes
4. Training
5. Staff Update – Creedmoor2040.com
6. Next Meeting Dates – February 7, 2022 (*if needed*)

May 2, 2022

Adjourn



MINUTES OF
CITY OF CREEDMOOR
BOARD OF ADJUSTMENT
MAY 3, 2021
7 P.M.

Present in Person at City Hall Boardroom

In attendance was Vice-Chair Kevin Brown. Also present were Community Development Director Michael Frangos and City Clerk/PIO Terry Hobgood.

Present via Zoom Videoconference

Chair Dennis Daniel and Nicole Martin

Absent

None

Call to Order

Chair Dennis Daniel called the meeting to order at 7:04 p.m.

Adopt Agenda

Kevin Brown moved to approve the agenda with the addition of the Election of Officers; seconded by Nicole Martin. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes

Kevin Brown: Yes

Nicole Martin: Yes

Election of Officers

Kevin Brown nominated Dennis Daniel for Board of Adjustment Chair. With no other nominations submitted, Kevin Brown moved to close nominations; seconded by Nicole Martin. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes

Kevin Brown: Yes

Nicole Martin: Yes

Kevin Brown moved to reappoint Dennis Daniel as Board of Adjustment Chair for a term ending June 30, 2022; seconded by Nicole Martin. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes

Kevin Brown: Yes

Nicole Martin: Yes

Nicole Martin nominated Kevin Brown for Board of Adjustment Vice-Chair. With no other nominations being received, Chair Dennis Daniel moved to close nominations; seconded by Kevin Brown. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes
Kevin Brown: Yes
Nicole Martin: Yes

Kevin Brown moved to appoint himself as Board of Adjustment Vice-Chair for a term ending June 30, 2022; seconded by Nicole Martin. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes
Kevin Brown: Yes
Nicole Martin: Yes

December 7, 2020 Meeting Minutes

Nicole Martin moved to approve the December 7, 2020 Meeting Minutes; seconded by Vice-Chair Kevin Brown. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes
Vice-Chair Kevin Brown: Yes
Nicole Martin: Yes

Training on Appeals of Administrative Decisions

Community Development Director Michael Frangos presented a training session related to appeals of administrative decisions. Mr. Frangos highlighted the roles and responsibilities of Board of Adjustment members for dealing with appeals of staff decisions, and what authority the Board of Adjustment has to make final binding decisions on behalf of the City of Creedmoor. Appeals of Board of Adjustment decisions may be only be filed in North Carolina Superior Court.

Staff Update

Community Development Director Michael Frangos reported that City Planner Michael Malecek has resigned with his last day being May 7, and a search is underway for his replacement. Mr. Frangos also reported that City Manager Gerald Smith has now been on the job for just under two months. Finally, Mr. Frangos stated that the Board of Adjustment was tentatively scheduled to meet on August 9, or if that meeting is cancelled the next meeting would be on November 8, 2021.

Adjourn

Kevin Brown moved to adjourn the meeting at 8:18 p.m.; seconded by Nicole Martin. The motion was approved by roll call vote 3-0.

Chair Dennis Daniel: Yes
Kevin Brown: Yes
Nicole Martin: Yes

Terry A. Hobgood, Jr., City Clerk