



# **Minutes**

## **January 3, 2018**

### **Tipton County Board of Zoning Appeals**

The Tipton County Board of Zoning Appeals held its regular meeting on Wednesday, January 3, 2018, at 7:00 pm, in the 1<sup>st</sup> Floor meeting room, Tipton County Courthouse, 101 East Jefferson Street, Tipton, Indiana.

#### **Call to Order**

Chairman Mark Baird called the meeting to order at 7:00 pm.

#### **Roll Call**

Members in attendance: Mark Baird, Jerry Acres, Joe Mahaney, Gary Herrell and Bob Powell.

Members absent: none.

Staff in attendance: Steve Niblick and Lynlie Adair

Staff absent: David Langolf Smith

Mark Baird introduced the new board member Gary Herrell and asked Gary to give a short introduction of himself.

#### **Modifications to Agenda / Agenda Summation**

Mark Baird read the agenda for the record.

##### **a) Election of Officers**

###### **1) Chairman**

Bob Powell made a motion to nominate Mark Baird for Chairman; seconded by Jerry Acres. Nominations were closed. Motion carried 4-0 with Mark Baird abstaining.

###### **2) Vice Chairman**

Bob Powell made a motion to nominate Joe Mahaney for Vice Chairman; seconded by Jerry Acres. Nominations were closed. Motion carried 4-0 with Joe Mahaney abstaining.

###### **3) Secretary**

Bob Powell made a motion to nominate Jerry Acres for Secretary; seconded by Joe Mahaney. Nominations were closed. Motion carried 4-0 with Jerry Acres abstaining.

#### **Approval of Minutes**

##### **a) Regular Minutes of November 1, 2017**

Bob Powell made a motion to approve the minutes of December 6, 2017 as presented; seconded by Jerry Acres. Motion carried 5-0.

**Public Hearings** – None.

**Old Business** – None.

**New Business** – None.

**Staff Report**

a) Steve Niblick noted that there were no petitions filed for the February meeting. After discussion, Bob Powell made a motion to cancel the February 2018 BZA meeting; seconded by Jerry Acres. Motion carried 5-0.

b) Bob Powell questioned whether or not the BZA follows Robert's Rules of Order. After discussion, it was determined that the Board does not follow Robert's Rules but has its own approved Rules of Procedure.

c) Jerry Acres questioned having public comment at the end of the meetings. After discussion, it was left up to the Chairman to consider.

d) Jerry Acres discussed whether or not the Staff Reports should make recommendations to the board. After discussion, Steve Niblick stated that for the next several petitions he would prepare a report but not make a recommendation. This process would be re-evaluated at a later time.

e) Education of the members was discussed. It was agreed that staff would provide the Board members with a copy of the Indiana Planning Association guide on the Board of Zoning Appeals before the next meeting. Steve Niblick also noted that Austin Pearson from the Extension Office has offered training to the BZA and Plan Commissions for both the City and the County. Detailed are being worked out.

**Adjournment**

Being no further business, Bob Powell made a motion to adjourn at 7:30 pm; seconded by Joe Mahaney. Motion carried 5-0.

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**Chairman**

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**Executive Director**

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**Date**

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**Date**