

Zoning Board of Appeals Meeting
June 25, 2014

Present: Bob Bacon
Tom Brahm
Tom Burgie, Chairman
Bert Crofton
Carol Dulski
Jonathan Gage
John Holtz

The regular June meeting of the Town of South Bristol Zoning Board of Appeals was officially called to order at 8:00 P.M. following an informal member introduction session that began at 7:30 P.M. The calling of the meeting to order at 8:00 P.M. was followed by the Pledge of Allegiance. All board members were present.

Due to the fact that a quorum of the Zoning Board members that attended the board's March 26, 2014 meeting were not present and would never be present as a result of three board member resignations since that meeting, the March 26, 2014 minutes could not be approved as written thereby making it necessary for the draft copy of the March 26, 2014 meeting minutes to serve as the record of that meeting.

Old Business

There was no old business.

New Business

There was no new business.

Due to the fact that the board now consisted of five new members, Chairman Burgie used the meeting time to go over a number of things in great detail with the new board members and to answer any questions that the new board members raised. The items Mr. Burgie discussed were: 1-SEQR and he gave them a DEC website SEQR link to go to for more information; 2-Special Use Permits; 3-

Area Variances; 4-Use Variances; 5-the ZBA Meeting Procedural Guidelines Flow Chart and 6-board member 4 hour annual training requirement.

The board secretary then spoke to the new members regarding their annual training. She said that she would be sending them information throughout the remainder of the year regarding any training workshops that become available. She said she also had information regarding some on-line websites that they could also use to obtain training. In addition, she told the new members that if they were to obtain more than their required 4 hours of annual training for 2014 that any excess hours could be carried over towards their 2015 training. She then noted that new board member, Bob Bacon, had already obtained 9.5 hours of training as of June 16, 2014 so 4.5 of those hours could be carried over to 2015 but that all of the other ZBA members including Tom Burgie and Tom Brahm would need to obtain their 4 hours of training by year's end.

The board secretary then asked if any of the new board members had started using their town email accounts that she had previously sent them information on. All of the board members said that they had not done so. Tom Burgie requested that the board secretary send him information regarding his town email account. She said that she would do so. She also requested that each of the board members let her know when they start using their town email accounts so she can start using their town email address to send them things. In addition, she gave each of the board members contact information for Town Board member, Jim Bachman, who was the town's IT expert should they need assistance getting started with their town email account.

Next, the board secretary told the board that the town code was now on line. She said the Town Board had decided to eliminate code books for boards members and that they would need to go on line to refer to the town code. Chairman Burgie then got permission from Supervisor Welch for each of the new board members to take home one of the code books that had been turned in to the Town Clerk so they could look it over and get familiar with the town code. It was noted that those code books were not up to date. The board secretary then added that the version of town code that was on line was up to date.

During the meeting, all of the new board members were given copies of the Town Comprehensive Plan; *All You Ever Wanted To Know About Zoning*, Fifth Edition, by Dansky and Coon reference manual; a SEQR information sheet; a copy of the ZBA Meeting Procedural Guidelines Flowchart; a copy of the Applicants Area Variance Guidesheet; a copy of the Applicants Special Use Permit Guidesheet; and a copy of the Applicants Use Variance Guidesheet.

The board secretary also distributed copies of the Code of Ethics paperwork recently established by the Town Board for each of the ZBA members to fill out and sign.

Since there was no other business to come before the board, Chairman Burgie called for a motion to adjourn. Bob Bacon made said motion which was seconded by Tom Brahm. The motion was unanimously accepted and the meeting adjourned at 9:30 P.M.

Respectfully submitted,

Debra Minute
Recording Secretary