



BOARD OF ZONING APPEALS
Minutes

Brownsburg Town Hall
61 North Green Street
Brownsburg, Indiana 46112

Monday, August 13, 2018

The Brownsburg Board of Zoning Appeals convened at 7:00 PM with a moment of silence and the Pledge of Allegiance. Mike Arnould opened the meeting, and a roll call was taken.

Members Present: Michael Arnould, David Emery, Claire Rutledge-Sakha, Brett Scowden and Chris Keeslar

Members Absent: None

Also Present: Todd Barker, AICP - Director of Development Services, Joe Y. James, AICP-Senior Planner, David Wilson- Planner II, Scott Krapf- Legal Counsel and Heather Wetzels- Administrative Assistant

A. CALL TO ORDER AND DETERMINATION OF QUORUM

B. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

C. CONSIDERATION OF PREVIOUS MINUTES

- 1. July 9, 2018- Regular Meeting

Motion: Claire Rutledge-Sakha made a motion to **APPROVE** the July 9, 2018 minutes, seconded by David Emery, motion carried 5 In Favor/0 Opposed/0 Abstained.

D. FINDINGS OF FACT AND REPORTS OF DETERMINATION

- 1. *BZDV-05-18-1633 597 Pit Rd. Pole Sign
- 2. *BZDV-05-18-1634 597 Pit. Rd. Exterior Sign Permitted Location
- 3. *BZDV-05-18-1635 597 Pit Rd. Maximum Sign Area
- 4. *BZDV-05-18-1643 Culver's Pole Sign Maximum Quantity
- 5. *BZDV-05-18-1646 Culver's Pole Sign Maximum Height
- 6. *BZDV-05-18-1647 Culver's Pole Sign Maximum Sign Area
- 7. *BZDV-05-18-1648 Culver's Cumulative Maximum Sign Area
- 8. *BZDV-06-18-1655 3545 N. CR 950 E. Minimum Lot Area
- 9. *BZDV-06-18-1656 3545 N. CR 950 E. Minimum Lot Frontage
- 10. *BZDV-06-18-1657 205/213 N. Green St. PMO Minimum Building Height
- 11. *BZDV-06-18-1658 205/213 N. Green St. PMO 1st Story Height

***Motion:** Brett Scowden made a motion to **APPROVE** the Findings of Fact for BZDV-05-18-1633, BZDV-05-18-1634 BZDV-05-18-1635, BZDV-05-18-1643, BZDV-05-18-1646, BZDV-05-18-1647, BZDV-05-18-1648, BZDV-06-18-1655, BZDV-06-18-1656, BZDV-06-18-1657, BZDV-06-18-1658, seconded by Claire Rutledge-Sakha, motion carried 5 In Favor/0 Opposed/0 Abstained.

E. RECOMMENDED CONTINUANCES

1. None

G. OLD BUSINESS

1. None

H. NEW BUSINESS

1. None

I. REPORTS FROM OFFICERS, COMMITTEES, AND STAFF

1. None

J. COMMUNICATIONS & BILLS

1. Rules of Procedure Update

Joe James reviewed the proposed changes to the Rules of Procedure with the Board. There had not been an update to them since 2006. The Board had a draft before them with the revisions and areas that needed discussion.

Main topics deliberated included adding "step" or "in-law" familiar relationships to the conflict of interest language, the use of "meeting" versus "hearing," when to elect the President and Vice President, meeting start time, Special Meeting agendas, Proof of Publication, the interested party notification area, public hearing sign language, order of Applicant presentations during the public hearing, length of testimony from public, continuance requests, and consideration of withdrawn cases.

Staff would bring forth the amended Rules before the Board at the September meeting.

K. ADJOURNMENT

Motion: Brett Scowden made a motion to **ADJOURN**, motion carried 5 In Favor/0 Opposed/0 Abstained. 8:26 P.M.


Mike Arnould, President

ATTEST:


Heather Wetzels, Administrative Assistant