

**TOWN OF HARRISBURG, NORTH CAROLINA  
HARRISBURG TOWN HALL  
BOARD OF ADJUSTMENT MEETING  
TUESDAY, NOVEMBER 20<sup>th</sup>, 2018  
6:00 PM**

**MINUTES**

**1.**

**CALL TO ORDER**

Lloyd Quay called the meeting to order.

PRESENT: Lloyd Quay, John Overcash, Andy Rathke, Rodney Garner, Steve Bedwell, Thelma Thorne-Chapman

ABSENT: Scott Noel

**2.**

**CONSENT AGENDA**

A. Board of Adjustment Meeting Minutes from October 16<sup>th</sup>, 2018

**MOTION:**

Andy Rathke made a motion to approve the Consent Agenda with a second from John Overcash. **The motion passed 6-0.**

**3.**

**OLD BUSINESS**

**REVIEW AND APPROVAL OF BOARD OF ADJUSTMENT RULES OF PROCEDURE**

The Planning & Zoning Department had prepared a draft set of Board of Adjustment Rules and Procedures for review by the Board and the Town Attorney. At the October meeting, the Board appointed a committee of three (3) of its members to review the rules and procedure and make a recommendation to the Board of Adjustment to adopt the Rules and Procedures. The committee reviewed and provided their feedback, changes are incorporated in the attached for Board review and approval.

**Lloyd Quay**

Our committee met with Mr. Nepal and went over these that we discussed last meeting. Are you going to go over anything tonight Mr. Nepal?

**Sushil Nepal**

No I was going to let you guys discuss and if you have any questions I'd be happy to answer.

**Lloyd Quay**

Ok, is there anything that you guys see that we need to go over on this draft?

**Andy Rathke**

Sushil I think you did a great job putting this thing together. There are a couple minor things that we need to address. I think you address in the opening paragraph the Town Council and the rest of the document still talks about the Town of Harrisburg Board so if we can adjust that to say Town Council throughout. On paragraph E the roll call, we can delete that. I think the rest of it has been addressed.

**Lloyd Quay**

Is there anyone else on the Board that needs any clarifications or want to add anything?

**Sushi Nepal**

One thing to remember, it's not going to be like this forever. If the board changes, if there is anything we would like to add or delete as we go we can. You have every right to come back as a group to revisit and make changes. We can always come back to regroup and edit it if need be. I am ok with the corrections that have been made tonight.

**MOTION:**

Andy Rathke made a motion to approve the Board of Adjustment Rules of Procedure with the corrections discussed tonight with a Second from Thelma Thorne-Chapman. **The motion passed 6-0.**

**4.**

**OLD BUSINESS**

**5.**

**STAFF UPDATES/INFORMATION**

**6.**

**ADJOURNMENT**

There being no further business, Lloyd Quay made a motion to adjourn with a second from Andy Rathke. **The motion passed 6-0.**

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Lloyd Quay, Chairman

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Carly Bedgood, Secretary