MINUTES
KING WILLIAM COUNTY
BOARD OF ZONING APPEALS
ORGANIZATIONAL MEETING OF JANUARY 18, 2023

A regular meeting of the King William County, Virginia Board of Zoning Appeals was held on the 18th day of January 2023, beginning at 6:35 p.m. via Zoom. The meeting was called to order with the following members:

<u>Agenda Item 1. CALL TO ORDER</u>

Chairman Nolan called the meeting to order at 6:35 p.m.

<u>Agenda Item 2. ROLL CALL</u>

The members were polled:

Michael Nolan	Aye
Keith Fogg	Nay
Amanda Walker	Aye
Walt Baily	Aye
Yvonne Broaddus	Aye

Also in Attendance:

Sherry Graham, Director of Planning
Christina Grover, Zoning Administrator

<u>Agenda Item 3. REVIEW AND ADOPTION OF MEETING AGENDA</u>

Chairman Nolan requested a motion to approve the meeting agenda. Ms. Walker made a motion, seconded by Ms. Broaddus to adopt the agenda.

The vote was unanimous on this motion.

<u>Agenda Item 4. ORGANIZATION OF THE BOARD FOR CALENDAR YEAR 2023</u>

a. **<u>Election of Board Chair</u>**

Chairman Nolan called for any nominations for Board Chair. Ms. Broaddus made a motion, to nominate Ms. Walker for the position of Chair.

The vote was unanimous on this motion.

Ms. Broaddus and Ms. Walker then thanked Mr. Nolan for his service, insight, and support while serving as the Vice-Chair and then Chair.

b. Election of Board Vice-Chair

Chairman Nolan called for any nominations for Board Chair. Ms. Walker made a motion to nominate Ms. Broaddus for the position of Vice-Chair, seconded by Mr. Nolan.

The vote was unanimous on this motion.

c. Election or Appointment of Board Secretary

Ms. Broaddus and Chairman Nolan made motion that staff serve as Secretary. A motion was made to nominate Christina Grover as secretary.

The vote was unanimous on this motion.

Ms. Broaddus made a motion, that ChairmanNolan remain Chairman until the end of the meeting.

The vote was unanimous on this motion.

d. Adoption of By-Laws

Ms. Broaddus made a motion, seconded by Chairman Nolan to approve the proposed by-laws.

e. Approval of 2023 Meeting Dates

Ms. Walker made a motion, seconded by Mr. Bailey to approve the proposed meeting dates for the calendar year 2023. There was a discussion about the possibility of adding a date for February because Planning has a pending application that came in but has been pending soil work for some time. The Board indicated that they would be amenable to holding a meeting if the applicant had all items in and a meeting time was available.

The vote was unanimous on this motion.

Agenda Item 5. APPROVAL OF THE OCTOBER 19, 2022 MINUTES

Ms. Walker made a motion, seconded by Mr. Bailey to approve the October 19, 2022 minutes.

The vote was unanimous on this motion.

Agenda Item 6. PUBLIC COMMENT PERIOD

Chairman Nolan opened the Public Comment Period, but there being no one to speak, the Public Comment Period was closed.

Agenda Item 7. OLD BUSINESS

Chairman Nolan reminded all members of the Board to get their conflict-of-interest submittals into the Clerk to the Board of Supervisors if they haven't already done so.

Agenda Item 8. APPROVAL AND ADOPTION OF THE 2022 BOARD OF ZONING APPEALS ANNUAL REPORT

Ms. Broaddus asked that it be added that herself and Ms. Walker attended and received their certification completing the BZA Land Use Education Program from VCU on August 15, 2022.

The Planning Department will provide information to new members of the Board when information becomes available on new class openings.

Ms. Walker made a motion, seconded by Chairman Nolan to approve the annual report with the additions that were specified.

The vote was unanimous on this motion.

Agenda Item 9. ADJOURNMENT

Ms. Walker made a motion, seconded by Mr. Bailey to adjourn the meeting.

The meeting adjourned at 6.48 p.m.

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Michael Nolan, Chairman **Christina Grover, Secretary**