

**Zoning Board of Appeals
Town of Berne
Berne, NY 12023**

Date: May 18, 2016

Present: Ronald Jordan; Chair, George Christian, Phyllis Johnson, and Wayne Emory (Town Board Liaison), Kathy Brown, Terry Adams absent. Rick Otto arrived at 7:45.

Mr. Jordan called the meeting to order at 7:15PM.

Review of Minutes: After Board review, Ms. Johnson moved to approve the draft minutes from the February 17, 2016 meeting. Mr. Christian seconded and the motion carried, 3-0.

Business:

Discussion on training and the possibility of getting training locally. George collected information from speakers at a Training event at Hudson Valley Community College. Ronald Jordan will contact DOS and check into the possibility of getting someone to speak locally for the Town of Berne and possibly for members of other boards from surrounding towns.

Discussed several towns' approaches to running meetings, using check lists so nothing is missed during meeting and it would help streamline process for applicants so they would know exactly what we needed.

Discussed other towns' handouts for applicants in regards to variance applications.

Rick Otto discussed other towns handling of requests in assigning upcoming hearings to one or two members that would investigate and then report back to Board and give an in depth review during the hearing.

Agreed to look at area use variance review process for the September meeting.

Motion to adjourn by George Christian, 2nd by Rick Otto, motion passed 3-1.

Respectfully submitted,

Kathy Brown