Zoning Board of Appeals
Town of Berne
Berne, NY 12023

Date: September 21, 2016

Present: Ronald Jordan (Chair), George Christian, Terry Adams, Wayne Emory (Town Board Liaison), Kathy Brown (Secretary), Tim Lippert (Building and Zoning Administrator)

Mr. Jordan called the meeting to order at 7:05PM.

Review of Minutes: The Board was unable to vote on the minutes from May 18, 2016 and July 20, 2016 as there was not a quorum present of Board members who had been in attendance for either meeting. Will review in October.

Business:

The Board briefly discussed the Robert building permit appeal. Mr. Jordan updated members on recent correspondence between Robert's attorney Robert Stout and Town Attorney Bill Conboy. Mr. Jordan noted that an area variance application would be needed should the Roberts seek relief from the Town's zoning ordinance for the building height.

Board members discussed variance application/review procedures and how they relate to the zoning administrator and Planning Board.

ZBA members agreed that the Town's *Applicant's Guide to the Planning Board and Zoning Board of Appeals* brochure needs to be updated.

Training options were reviewed.

Motion to adjourn by George Christian, 2nd by Terry Adams. Motion passed 3-0.

Next meeting to be held on October 19, 2016.

Respectfully submitted,

Kathy Brown