



BOARD OF ADJUSTMENT COMMUNICATION

DATE September 20, 2023

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Discuss and consider the appointment of Officers:

1. Appointment of Chair
2. Appointment of Vice-Chair

Summary: At the first meeting of each year, the Board shall elect the Chair and Vice-Chair.

§ 1.04.062 Organization and procedures.

(a) Membership.

- (1) The board of adjustment shall consist of five members appointed by a majority vote of the town council.
- (2) In addition to the five regular members of the commission, two alternate members of the commission, who shall serve in the absence of one or more regular members, shall be appointed by a majority vote of the town council. In determining which of the two alternate members shall serve in the absence of a regular member, the alternate member with the longest tenure shall so serve. If for any reason, the alternate member with the longest tenure is unavailable to serve, the second alternate member shall so serve.
- (3) Regular members and alternate members of the board of adjustment shall be real property owners of the town and shall be appointed by the town council in accordance with established procedures.
- (4) Each member of the board shall be removable for just cause by the town council upon written charges and after a public hearing.
- (5) The board shall elect its own chairman, who shall serve for a period of one (1) year or until his successor is elected.
- (6) No person shall serve as chair for more than two (2) successive one-year terms beginning with the appointment of the chair in October 2020.

(Ordinance 554-13 adopted 6/18/13; Ordinance 666-19, sec. 2, adopted 8/20/19; Ordinance 684-20 adopted 3/17/20; Ordinance 712-21 adopted 8/17/21)