

Top 5 Take-Aways

1. Stick to the standards.

Stick to the standards for approval outlined in the zoning ordinance and fear no lawsuits.

2. Don't worry about setting a precedent.

Every application must be evaluated on its own merits and circumstances, regardless of what the public expresses.

3. Every standard must be met, but not every commissioner must state how.

Only one or two commissioners need to address how the application meets each standard, more than that is redundant.

4. Yes vs. No

Always state a motion in the affirmative. This will ensure that “yes” is an approval of the application and “no” is a denial.

5. Clarity of the record is important.

If an approval is dependent on a special use condition, state that in the motion so that the record may reflect it and all commissioners are clear on what is being approved.