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3 PLEASANT GROVE CITY
4 BOARD OF ADJUSTMENT MINUTES
5 MARCH 21, 2013

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7 **PRESENT:** Chair Steve Phelon, Vice-Chair Tom Peterson, James Butterfield and Gail Christiansen
8 **Excused:** Sterling Wadley, Frank Johnson and Stephanie Green

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10 **STAFF:** Barbara Johnson, Planning Tech

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12 **7:00 PM BOARD OF ADJUSTMENT TRAINING MEETING**

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14 Chair Phelon welcomed everyone and then called the meeting to order at 7:10 pm.

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16 Chair Phelon introduced and welcomed Gail Christiansen as the new alternate member of the Board.
17 Mr. Christiansen said he had served on the Planning Commission for 12 years and was excited to serve
18 on the Board of Adjustment.

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20 Chair Phelon turned the time over to Mr. Butterfield for some training.

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22 Mr. Butterfield said it doesn't hurt to review the function and purpose of the Board of Adjustment. He
23 read from the handout. (See attachment)

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25 The members had a discussion on the following topics:

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- 27 • Special Exceptions. Mr. Butterfield gave a few of examples of when a Special Exception was granted.
 - 28 • Criteria for granting a variance. The members went through the five criteria.
 - 29 • Voting. Mr. Butterfield indicated that all members will vote but the alternates are welcome to
30 participate in the discussions but cannot vote unless one of the members of the Board is absent.
31 He also recommended it's best to have an odd number voting, in case of a tie.
 - 32 • Attendance. Three un-excused absents and you are dismissed from the Board.
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35 Review and approve the Minutes from December 20, 2013 meeting.

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37 Chair Phelon asked the Board if they had reviewed the Minutes and if they had any comments. He
38 then called for a motion.

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40 **MOTION: Chair Phelon made a motion to approve the minutes from the December 20, 2013**
41 **meeting as written. Mr. Butterfield seconded the motion. Board Members Butterfield, Phelon,**
42 **Peterson unanimously voted, "Aye" Motion carried.**

1 Business:

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3 Mrs. Johnson asked the Board if they had received their pass from the Rec Center. They all said yes and
4 thanked the city for including the volunteers to have the opportunity to enjoy the rec center.

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6 The meeting adjourned at 8:00 pm.

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11 Steve Phelon

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12 Chair, Pleasant Grove City Board of Adjustment

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16 Barbara Johnson

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17 Secretary

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19 Date Approved: _____

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