

**Town of Broadway
Planning Commission
Joint Public Hearing with Town Council
Meeting Minutes
Tuesday, November 14, 2023**

The Broadway Planning Commission met in the Council Chambers of the Broadway Town Hall on Tuesday, November 14, 2023, for a joint public hearing with the Broadway Town Council. Planning Commission members present were Eddie Long, Brenda Pultz, and Travis Driver.

Joint Public Hearing – Zoning Ordinance Amendment Re: Paving Requirements

The Broadway Town Council meeting was convened at 7:00 p.m. and Town Council’s portion of the Public Hearing was opened at 7:04 p.m.

The purpose of the joint public hearing was to hear comments on an Ordinance to amend Section 801.01 of the Land Development Regulations of the Town to abolish the Joint Board of Zoning Appeals for the Town of Broadway and the Town of Timberville; and to establish a new, independent Board of Zoning Appeals for the Town of Broadway alone.

Mr. O’Brien explained that over the years both Towns have grown and it is now time for each town to have its own Board of Zoning Appeals. The purpose of the joint public hearing at this evening’s meeting is to establish the Town of Broadway’s Board of Zoning Appeals. The Town of Timberville is in agreement with separating the joint Board of Zoning Appeals and they will also be creating their own Board of Zoning Appeals.

For the public’s knowledge, Mr. O’Brien then explained the purpose of the Board of Zoning Appeals. He stated that the BZA is council appointed, but it is an independent board and when they render a decision, that decision is final and binding. The BZA hears matters from citizens who have zoning issues with their properties in regard to setbacks, lot size and frontage requirements, and who have a hardship or obstacle with meeting the Town’s current zoning requirements. If the zoning permit is denied by the zoning administrator, the citizen may appeal to the BZA. The Board of Zoning Appeals meets only on an “as needed” basis.

At 7:07 p.m., Mayor Proctor opened the public hearing for public comment on the proposed establishment of a Board of Zoning Appeals solely for the Town of Broadway.

There were no comments from the public on this matter so Mayor Proctor closed Town Council’s portion of the joint public hearing at 7:09 p.m.

Planning Commission Chairman Eddie Long then called the Planning Commission Meeting to order and established a quorum with three members present. There were no questions from Planning Commission Members regarding the subject matter of the public hearing.

Mr. Travis Driver made a motion to recommend to Town Council on behalf of the Planning Commission the approval of an ordinance to amend the zoning text to establish an independent Board of Zoning Appeals and its associated language. Ms. Brenda Pultz seconded the motion which passed on the following roll call vote:

**Brenda Pultz
Eddie Long**

**Aye
Aye**

Travis Driver

Aye

Mr. Long stated to the Town Council that the Planning Commission supports the amendment establishing an independent Board of Zoning Appeals.

With no further business to discuss, the Planning Commission Meeting was adjourned at 7:10 p.m.

Donna Lohr, Town Clerk/
Secretary to the Planning Commission