

**MINUTES
BREVARD BOARD OF ADJUSTMENT
March 12, 2013**

The Brevard Board of Adjustment met in regular session on Tuesday, March 12, 2013, at 7:00 PM in Council Chambers of City Hall.

Members Present: Allen Delzell, Vice Chair
 Mike Young
 Jeanne Haigis-Pedler
 Judy Mathews

Members Absent: Carl Brown

Staff Present: Brad L. Burton, Assistant Planning Director
 Janice H. Pinson, Board Secretary
 Michael Egan, Board Attorney

Vice Chairperson Delzell called the meeting to order at 7:10 PM. There was a quorum present and the meeting was properly advertised. The Board members were introduced.

Approval of Agenda

Vice Chairperson Delzell requested a Motion to approve the Agenda, motion made by J. Pedler, seconded by M. Young, passed unanimously.

Approval of Minutes

Vice Chairperson Delzell requested a motion to approve the minutes of the February 12, 2013 meeting. Motion by M. Young to approve as written, seconded by J. Mathews, and passed unanimously.

New Business – None

Old Business – Proposed Amendment to Section 6 of the Board of Adjustment Rules of Procedure

Mike Egan explained to the Board the proposed amendment to the Board's Rules of Procedure. The amendment would allow the Chairperson to sign the Order when a decision is passed by the Board granting the applicant's request without review by the Board at the next meeting. This would only be allowed if there is no Third Party objection or possibility of appeal of the Board's decision. This would allow applicant's to proceed without further delay in waiting for the Board's next regular scheduled meeting. After discussion, J. Mathews moved that the Board approve the Amendment to the Board of Adjustment Rules of Procedure for the City of Brevard

as written, seconded by M. Young and carried unanimously. The Resolution is attached hereto and labeled Exhibit "A".

Pharmagra Labs, Inc. Case No. VAR 12-402 – Decision and Order

The Board discussed their decision in the case. J. Pedler made the motion to adopt the decision, seconded by M. Young, carried unanimously. Vice Chairperson A. Delzell signed the Order. B. Burton directed Board Secretary, Janice Pinson, to mail the Order by certified mail, return receipt requested to the Applicant, Roger Frisbee.

In-Service Training

M. Egan, Board Attorney presented a training session for the Board.

Adjourn

There being no further business the meeting adjourned at 8:40 PM upon motion made by J. Pedler, seconded by M. Young and unanimously carried.

A. Delzell, Vice Chairperson

Janice H. Pinson, Board Secretary