

**TOWN OF DAY-ZONING BOARD OF APPEALS
REGULAR MEETING-APPROVED MINUTES
JANUARY 19, 2017
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Members Present:

Chairman Dave Davidson
Member Lorraine Newton
Member Al Graham
Member Donald Poe
Member June Dixon

Members Absent:

None

Also Attending:

Attorney Matthew Fuller

Pledge

Roll Call

Motion, made by Lorraine Newton, seconded by Al Graham, to **approve** the minutes from the December 19, 2016 Regular Zoning Board of Appeals meeting.

Ayes: Chairman Dave Davidson, Member Lorraine Newton, Member Al Graham, Member Donald Poe, Member June Dixon.

Carried 5– 0.

OLD BUSINESS: At the December 2016 meeting the following updated forms were presented: Introduction Form, Area Variance Application Form and Use Variance Application Form. The discussion of these was tabled until this meeting.

A discussion ensued on each of the forms. Attorney Fuller, Chairman Davison and the Board Members all participated. The main purpose of these discussions were to design forms that would gather as much information as possible to help with the decision making process. It was also important that the forms reflect current town law. The forms also needed to be user friendly and assist the applicants in filling them in correctly.

Motion, made by Dave Davison, seconded by Donald Poe to **adopt** the Introduction Form as edited by Attorney Fuller.

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Ayes: Chairman Dave Davidson, Member Lorraine Newton, Member Al Graham, Member Donald Poe, Member June Dixon.

Carried 5– 0.

Motion, made by Al Graham, seconded by Donald Poe, to **accept** the Area Variance Application Form, as edited tonight.

Ayes: Chairman Dave Davidson, Member Lorraine Newton, Member Al Graham, Member Donald Poe, Member June Dixon.

Carried 5– 0.

Motion, made by Donald Poe, seconded by Lorraine Newton, to **accept** the Use Variance Application Form, as edited tonight.

Ayes: Chairman Dave Davidson, Member Lorraine Newton, Member Al Graham, Member Donald Poe, Member June Dixon.

Carried 5– 0.

These updated forms will all be posted on the Town of Day website.

NEW BUSINESS: None

CORRESPONDENCE: None

SECRETARY’S REPORT: NYPF Conference is March 26–28 in Saratoga Springs.

Motion, made by Donald Poe, seconded by Lorraine Newton to **adjourn** this Regular Meeting of the Town of Day Zoning Board of Appeals was made at 7:50 PM.

Ayes: Chairman Dave Davidson, Member Lorraine Newton, Member Al Graham, Member Donald Poe, Member June Dixon.

Carried 5– 0.

Dawn Graham
Clerk