



Town of Pittsboro, North Carolina

Department of Planning
(919) 542-1655

MEMORANDUM

TO: Bryan Gruesbeck, Town Manager
FROM: Stuart W. Bass, Planning Director
SUBJECT: Board of Adjustment
DATE: July 23, 2014

The Town must adopt the latest statutory changes, as well as establish a functioning Board of Adjustment. The Board previously authorized a Public Hearing for July 28th, however it was not legally advertised. Therefore, we need to set a public hearing date for the second meeting in August. We also need to have a Board in place to hear appeals and variances and would like to expedite this process as soon as possible. To date, we have not received any applications for the vacancies.

Recommendation

Continue a second newspaper ad to fill Board of Adjustment vacancies.

Set Public Hearing for 8/25 for Board of Adjustment Ordinance Amendment.

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