



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: June 17, 2014

Please see the attached memo and draft ordinance from Paul Messick in reference to the Board of Adjustment. The Town must adopt the latest statutory changes, as well as establish a functioning Board of Adjustment. Based on my research, it has not met since the Fall of 2008. We need to have a Board in place to hear appeals and variances and would like to expedite this process as soon as possible.

Recommendation

Authorize newspaper ad to fill Board of Adjustment vacancies.

Set Public Hearing for 7/28 for Board of Adjustment Ordinance Amendment.

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