

CITY OF BRISTOL, VIRGINIA
COMMUNITY DEVELOPMENT DEPARTMENT
300 LEE STREET
BRISTOL, VIRGINIA 24201
(276) 645-7470



MEETING NOTICE
BRISTOL VIRGINIA BOARD OF ZONING APPEALS
AGENDA

A meeting of the Board of Zoning Appeals will be held on Monday, March 5, 2018 at 5:30 p.m. in the City Council Chambers located at 300 Lee Street.

The following items will be on the Agenda for consideration:

- I. CALL TO ORDER**
- II. APPROVAL OF THE MINUTES**
 1. October 6, 2014 meeting
- III. OLD BUSINESS**
- IV. NEW BUSINESS**
 1. Election of Officers
 2. Overview of Role of Board of Zoning Appeals
 3. Overview of Zoning Ordinance Revision Project
- V. AJOURNMENT**

**BRISTOL VIRGINIA BOARD OF ZONING APPEALS
MEETING MINUTES
October 6, 2014**

A meeting of the Bristol, Virginia Board of Zoning Appeals was held Monday, October 6, 2014 at 5:30 p.m. in the City Council Chambers of City Hall located at 300 Lee Street.

MEMBERS PRESENT:	MEMBERS ABSENT:	STAFF:	OTHERS:
Paul Brandt		Andrew Trivette	Jim Moore
Franklin Osborne		Sally Morgan	
Eric Ramey		Sylvia Dobson	
Jason Stevens		Gene Christian	
Dr. Douglas Weberling			
Sarah Williams			
John Sanslow			

I. CALL TO ORDER

Chairman Sanslow called the meeting of the Bristol Virginia Board of Zoning Appeals to order at 5:30 p.m.

II. ELECTION OF OFFICERS

1. Chairman

Dr. Weberling nominated Mr. Sanslow for appointment as Chairman. The nomination was seconded by Ms. Williams.

The above motion was carried by the following roll call vote:

AYES: Brandt, Osborne, Ramey, Stevens, Weberling, Williams, Sanslow

NAY:

ABSENT:

ABSTAIN:

2. Vice Chairman

Dr. Weberling nominated Ms. Williams for appointment as Vice Chairman. The nomination was seconded by Mr. Ramey.

The above motion was carried by the following roll call vote:

AYES: Brandt, Osborne, Ramey, Stevens, Weberling, Sanslow, Williams

NAY:

ABSENT:

ABSTAIN:

III. APPROVAL OF THE MINUTES

1. May 5, 2014

Ms. Williams made a motion to approve minutes from May 5, 2014. The motion was seconded by Dr. Weberling.

The above motion was carried by the following roll call vote:

AYES: Osborne, Ramey, Stevens, Weberling, Williams, Sanslow

NAY:

ABSENT:

ABSTAIN: Brandt

IV. OLD BUSINESS

There was no old business.

V. NEW BUSINESS

BZA#03-2014: Consideration of a resolution regarding a site-specific variance request from Wellmont Health Systems (Island Road Properties LLC is property owner) to allow a sign which is 50 square feet larger than permissible in City Code Section 50-35, Non-Residential Sign Allowance.

Mr. Trivette stated that the application submitted is for a variance request and an appeal of a decision. During the review of the application, staff decided to reverse the decision which was the appeal part, regarding the request for 24-hour lighting of the sign. Staff determined that the area already has a tremendous amount of light at night from the Interstate lighting in that area, therefore, the 24-hour lighting of the sign will be permitted.

Mr. Trivette stated that the variance portion of the application will need to be addressed. Mr. Jim Moore with Wellmont Health Systems requested that the variance application be withdrawn.

Dr. Weberling made a motion to accept the withdrawal request. The motion was seconded by Mr. Ramey.

The above motion was carried by the following roll call vote:

AYES: Brandt, Osborne, Ramey, Stevens, Weberling, Williams, Sanslow

NAY:

ABSENT:

ABSTAIN:

VI. OTHER BUSINESS

There was a brief discussing regarding sign code enforcement.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:38 p.m.

Bart Poe, Interim Director
Community & Economic Development

**BRISTOL, VIRGINIA BOARD OF ZONING APPEALS
AGENDA ITEM SUMMARY**

Meeting Date: March 5, 2018

Department: Planning/Community Development

Bulk Item: Yes No

Staff Contact: Sally Morgan, City Planner

AGENDA ITEM WORDING:

Election of Officers

ITEM BACKGROUND:

The Rules of Procedure for the Bristol Virginia Board of Zoning Appeals call for the election of a Chairman and Vice-Chairman at the July regular meeting of the BZA. The last meeting of the BZA was held on October 4, 2014 and at that meeting, Mr. Sanslow was elected Chairman and Mrs. Williams was elected Vice-Chairman. (There had been no meeting held in July of that year). The Rules of Procedure also state that an officer "shall serve until a successor is elected," and that the "elected officers shall be eligible for re-election."

PREVIOUS RELEVANT ACTION:

October 4, 2014: The BZA elected Mr. Sanslow at Chairman and Mrs. Williams as Vice-Chairman

STAFF RECOMMENDATION:

The staff recommends that the BZA hold an election of Chairman and Vice-Chairman at this meeting. Even though that action is supposed to take place every July meeting, there have been no July meetings of the BZA since the last election.

Another option would be for the two existing officers to continue to serve and the BZA hold a July meeting this year for that action to take place.

DOCUMENTATION: Included Not Required

**BRISTOL, VIRGINIA BOARD OF ZONING APPEALS
AGENDA ITEM SUMMARY**

Meeting Date: March 5, 2018

Department: Planning/Community Development

Bulk Item: Yes No

Staff Contact: Sally Morgan, City Planner

AGENDA ITEM WORDING:

Overview of the Role of the Board of Zoning Appeals

ITEM BACKGROUND:

The staff will provide a brief presentation on the responsibilities and duties of the Board of Zoning Appeals, including an update regarding Code of Virginia changes made in recent years.

PREVIOUS RELEVANT ACTION:

Not applicable

STAFF RECOMMENDATION:

Not applicable. For information only.

DOCUMENTATION: Included Not Required

**BRISTOL, VIRGINIA BOARD OF ZONING APPEALS
AGENDA ITEM SUMMARY**

Meeting Date: March 5, 2018

Department: Planning/Community Development

Bulk Item: Yes No

Staff Contact: Sally Morgan, City Planner

AGENDA ITEM WORDING:

Report on Zoning Ordinance Revision Project

ITEM BACKGROUND:

The Planning Commission has embarked on a long-term project to review, update, and revise the city zoning ordinance, a task begun after the adoption of the 2017 City Comprehensive Plan. A diagnostic study of the current zoning regulations was prepared by an outside planning consultant in 2017; however the actual re-writing of the document is being done by city staff working with the Commission. There have been several work sessions with the Commission which will continue throughout 2018 and community information/input sessions to be held later in the process.

The staff will provide a summary and outline schedule of this process for information to the BZA.

PREVIOUS RELEVANT ACTION:

Not Applicable

STAFF RECOMMENDATION:

Not applicable. For information only.

DOCUMENTATION: Included Not Required