Virginia: **At the regular meeting of the Chilhowie General Board of Appeals held Tuesday, October 17, 2023 at 6:30 p.m.**

Present: **David Blevins, H.C. Carter, Jim Paine, and Pete Sturgill.**

Absent: **Wayne Trivette.**

Also Present: **John E.B. Clark, Jr., Town Manager/Zoning Administrator; David Haynes, Building Inspector; and Felicia Eller, CMC, Secretary.**

Election of Chair and Vice Chair:

Motion by Jim Paine, second by H.C Carter the General Board of Appeals appoints David Blevins to serve as Chair. The motion was approved with following recorded vote:

David Blevins	Aye	H.C. Carter	Aye
Jim Paine	Aye	Pete Sturgill	Aye
Wayne Trivette	Absent		

Motion by Pete Sturgill, second by Jim Paine the General Board of Appeals appoints Wayne Trivette to serve as Vice Chair. The motion was approved with following recorded vote:

David Blevins	Aye	H.C. Carter	Aye
Jim Paine	Aye	Pete Sturgill	Aye
Wayne Trivette	Absent		

Approval of April 5, 2022 Meeting Minutes:

Motion by H.C. Carter, second by Jim Paine the General Board of Appeals approves the April 5, 2022 meeting minutes. The motion was approved with following recorded vote:

David Blevins	Aye	H.C. Carter	Aye
Jim Paine	Aye	Pete Sturgill	Aye
Wayne Trivette	Absent		

Review of Building Inspections 2022 Annual Report:

Mr. David Haynes, Building Inspector, presented the 2022 Building Inspections Annual Report. During the year 2022 the Town of Chilhowie had 64 permits and the total fee revenue of $14,010.56. The biggest permit issued consisted of a Commercial Building Permit, for Scholle Corporation. Scholle Corporation completed a 73,000 square foot addition to their existing facility. Some of the other permits consisted of electrical permits, elevator permits, fire protection permits, mechanical permits, and plumbing permits. A permit remains open as long as work is being conducted and is inspected every six months.

Town of Chilhowie started conducting Building Inspections separate from Smyth County in 2012. Mr. Haynes, responds to 88% building inspections within 30 minutes of receiving a call, 9% within 30 minutes to two hours, and 3% within the same day. At no point since 2012 has it taken Mr.

Haynes more than a day to respond to a site for a building inspection. In 2022, Mr. Haynes preformed 54 building inspections

Motion by Jim Paine, second by Pete Sturgill the General Board of Appeals approves the 2022 Building Inspection Annual Report. The motion was approved with following recorded vote:

David Blevins	Aye	H.C. Carter	Aye
Jim Paine	Aye	Pete Sturgill	Aye
Wayne Trivette	Absent		

Review of Virginia Uniform Statewide Building Code Fee Schedule:

Mr. David Haynes, Building Inspector, presented the Virginia Uniform Statewide Building Code Fee Schedule. The council adopted the fee schedule in 2017, Mr. Haynes recommended the schedule may need to be reviewed in the future.

Motion by Jim Paine, second by Pete Sturgill the General Board of Appeals approves the review of Virginia Uniform Statewide Building Code Fee Schedule the 2024-2025 budget preparation. The motion was approved with following recorded vote:

David Blevins	Aye	H.C. Carter	Aye
Jim Paine	Aye	Pete Sturgill	Aye
Wayne Trivette	Absent		

Any Other General Board of Appeals Business:

No other business was discussed.

Having no further business, upon motion by Jim Paine, second by Pete Sturgill unanimously passed, the Board adjourned the meeting at 6:48 p.m.

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Felicia Eller, CMC, Secretary