Virginia: **At the regular meeting of the Chilhowie General Board of Appeals held Tuesday, April 5, 2022 at 6:30 p.m.**

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

Absent: **None.**

Also Present: **John E.B. Clark, Jr., Town Manager/Zoning Administrator; Paul Cassell, Town Attorney; Randy Sturgill, Building Official and Felicia Eller, CMC, Secretary.**

The General Board of Appeals meeting was held in the Council Chambers of Town Hall and practiced social distancing.

Election of Chair and Vice Chair:

Motion by Jim Paine, second by Pete Sturgill 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	Aye		

Motion by Jim Paine, second by Pete Sturgill 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	Aye		

Approval of January 5, 2021 Meeting Minutes:

Motion by Jim Paine, second by Wayne Trivette the General Board of Appeals approves the January 5, 2021 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	Aye		

Overview of Responsibilities for the General Board of Appeals:

Randy Sturgill, Building Official, reported in 2012 the Town of Chilhowie adopted the United States Building Code and formed the Building Inspection Department. The Building Code requires a five-member General Board of Appeals to hear any appeals made by a building permit holder who disagrees with the Building Official's decision. If an appeal was to be made to the General Board of Appeals the Board has thirty days to meet to review the appeal. If the permit holder disagrees with the General Board of Appeals decision the permit holder can appeal to the State of Virginia. The General Board of Appeals is required to meet at least once a year. If an appeal was to be made to the General Board of Appeals the Board has thirty days to meet to review the appeal.

Mr. Sturgill reviewed the General Board of Appeals Code Section 119.3 that discusses the officers and qualifications of members, Code Section 119.6 that discusses meetings and postponements and Code Section 119.7 that discusses hearings and decisions. It is discussed within Code Section 119.7 that the General Board of Appeals can uphold, reverse or modify any decision made by the Building Official.

Review of Permits Issued 2021:

Mr. Sturgill stated the majority of permits issued are for electrical permits for residential housing. Revenue generated within a fiscal year varies due to the permit cost is based on the size of the project. There was a total of 55 permits issued during 2021 for a total revenue of $4,413.53.

Any Other General Board of Appeals Business:

Felicia Eller, Secretary to the Board of General Appeals, informed the Board the annual meeting is held in January of each year.

Having no further business, upon motion by Pete Sturgill, second by Jim Paine unanimously passed, the Board adjourned the meeting at 6:45 p.m.

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Felicia Eller, CMC, Secretary