

VIRGINIA: MINUTES OF THE ORGANIZATIONAL AND REGULAR MEETING FOR THE DINWIDDIE COUNTY BOARD OF ZONING APPEALS HELD BOARD MEETING ROOM OF THE DINWIDDIE COUNTY GOVERNMENT CENTER BUILDING ON THE 19^H DAY OF JANUARY, 2022 AT 7:00 P.M.

PRESENT: TRACY SHEETS VICE CHAIRMAN
WILLIAM SEAY
WILSON YAGER CHAIRMAN
DONNIE BOSTIC
LANCE EVERETT

OTHERS: MARK BASSETT PLANNING DIRECTOR
BRAD ROBINSON SENIOR PLANNER/ZONING ADMINISTRATOR
MICHAEL DREWRY ASST. COUNTY ATTORNEY

IN RE: CALL TO ORDER

The Chairman called the meeting to order at 7:10 p.m.

IN RE: ROLL CALL

The Chairman asked for the roll to be called. All the members were present.

IN RE: APPROVAL OF AGENDA

The Chairman asked if there were any additions or corrections to the agenda. He said since there are none he would entertain a motion to accept the agenda as presented.

Mr. Everett made a motion that the agenda be accepted as presented. It was seconded by Ms. Sheets and with Mr. Seay, Ms. Sheets, Mr. Bostic, Mr. Everett and Mr. Yager voting "Aye" the Agenda was accepted as presented.

IN RE: MINUTES

The Chairman said you have the minutes from the September 15, 2021 Regular meeting before you. He asked if there were any corrections. He said since there are none he would entertain a motion to accept the minutes as presented.

Ms. Sheets made a motion that the minutes be accepted as presented. It was seconded by Mr. Bostic and with Mr. Bostic, Mr. Seay, Mr. Everett, Ms. Sheets and Mr. Yeager voting "Aye" the minutes were accepted as presented.

IN RE: ELECTION OF CHAIRMAN FOR 2022

The Chairman said he was turning the meeting over to Mr. Bassett.

Mr. Bassett asked if there were any nominations for 2022 Chairman. Ms. Sheets nominated Mr. Yager for Chairman. Mr. Yager accepted the nomination. Mr. Bassett closed nominations.

Ms. Sheets read the following motion: BE IT RESOLVED, by the Board of Zoning Appeals of Dinwiddie County, Virginia that Mr. Wilson Yager shall be appointed as the Chairman of the Board of Zoning Appeals of Dinwiddie County, Virginia for the year 2022, or until he resigns, is unable to hold office, or until a successor assumes office. It was seconded by Mr. Everett and with Mr. Seay, Mr. Bostic, Mr. Everett, Ms. Sheets and Mr. Yager voting "AYE" Mr. Yager remained the Chairman for the year of 2022.

Mr. Bassett turned the meeting back over to Mr. Yager.

IN RE: ELECTION OF VICE CHAIRMAN FOR 2022

Mr. Yager asked if there were any nomination for 2022 Vice Chairman. Mr. Everett nominated Ms. Sheets for Vice Chairman. Ms. Sheets accepted the nomination. Mr. Yager closed nominations.

Ms. Everett read the following motion: BE IT RESOLVED, by the Board of Zoning Appeals of Dinwiddie County, Virginia that Ms. Tracey Sheets shall be appointed as the Vice Chairman of the Board of Zoning Appeals of Dinwiddie County, Virginia for the year 2022, or until he resigns, is unable to hold office, or until a successor assumes office. It was seconded by Mr. Seay and with Mr. Seay, Mr. Bostic, Mr. Everett, Ms. Sheets and Mr. Yager voting "AYE" Ms. Sheets remained the Vice Chairman for the year of 2022.

IN RE: ELECTION OF SECRETARY FOR 2022

Mr. Yager asked if there were any nomination for 2022 Secretary. Ms. Sheets nominated Mr. Gurley for Secretary. Mr. Gurley accepted the nomination. Mr. Yager closed nominations.

Ms. Sheets read the following motion: BE IT RESOLVED, by the Board of Zoning Appeals of Dinwiddie County, Virginia that Mr. Alvin Gurley shall be appointed as the Secretary of the Board of Zoning Appeals of Dinwiddie County, Virginia for the year 2022, or until he resigns, is unable to hold office, or until a successor assumes office. It was seconded by Mr. Seay and with Mr. Everett, Mr. Bostic, Mr. Seay, Ms. Sheets and Mr. Yager voting "AYE" Mr. Gurley remained the Secretary for the year of 2022.

IN RE: DETERMINATION OF MEETING SCHEDULE FOR 2022

Mr. Yager asked for a motion to accept the 2022 Meeting Schedule for the Board of Zoning Appeals.

Ms. Sheets made a motion to accept the 2022 Meeting Schedule for the Board of Zoning Appeals. It was seconded by Mr. Bostic and with Mr. Seay, Mr. Everett, Mr. Bostic, Ms. Sheets and Mr. Yeager voting "AYE" the 2022 Meeting Schedule was approved. Ms. Sheets read the following resolution.

Resolution

**of the BOARD OF ZONING APPEALS of DINWIDDIE COUNTY, VIRGINIA
ORGANIZATIONAL MEETING OF THE BOARD OF ZONING APPEALS
SCHEDULE OF MEETINGS AND DATES FOR 2022**

WHEREAS, the Board of Zoning Appeals of Dinwiddie County, Virginia, in accordance with the Code of Virginia, 1950, as amended may adopt a regular meeting schedule,

NOW THEREFORE BE IT RESOLVED by the Board of Zoning Appeals of Dinwiddie County, Virginia, that the following rules shall apply for the year 2022:

1. Regular Meetings of the Board shall be held every other month, on the third Wednesday of the month, in the Government Center Building Board Meeting Room 14010 Boydton Plank Road, Dinwiddie, Virginia. The Regular Meeting time shall be 7:00 p.m. unless otherwise noted.
2. If a meeting with an advertised public hearing is canceled due to weather or other conditions, it shall be continued for 7 days to the same time and place.
3. If no cases are pending, the Board may cancel the meeting or the Board may hold the meeting to receive training or to consider matters brought before it by the Secretary of the BZA. The regular meeting dates are as follows:

January 19, 2022
July 20, 2022

March 16, 2022
September 21, 2022

May 18, 2022
November 16, 2022

The organizational meeting for the calendar year 2023 will be held on January 18, 2023 at 7:00 pm.

IN RE: CITIZEN COMMENTS

The Chairman opened the citizen comment period of the meeting and asked if anyone had signed up to speak. He said since there is no one she was closing the citizen comments portion of the meeting.

IN RE: OLD BUSINESS

Review By-Laws

The Chairman said all the members have a copy of the By-Laws and if there is anything needing to be discussed or changed in them, this is the time to do it.

The members unanimously agreed to accept the By-Laws as presented.

Review Code of Ethics and Standards of Conduct

The Chairman said all the members have a copy of the Code of Ethics and Standards of conduct. If there is anything needing to be discussed or changed in them, this is the time to do it.

The members unanimously agreed to accept the Code of Ethics and Standards of conduct as presented.

**CODE OF ETHICS AND STANDARDS OF CONDUCT FOR
MEMBERS OF THE DINWIDDIE COUNTY
BOARD OF ZONING APPEALS**

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Dinwiddie County Board of Zoning Appeals should adhere to the following Code of Ethics:

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a part to their evasion.
2. Put loyalty to the highest moral principles and to the County as a whole above loyalty to individuals, districts, or particular groups.
3. Give a full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
5. Adopt policies and programs that provide equal opportunity to all citizens without regard to national origin, race, color, religion, gender, age, disability, pregnancy, or sexual orientation.
6. Ensure the integrity of the actions of the Board by conducting official and private affairs in a way that clearly conveys that you cannot be improperly influenced in performing your official duties.
7. Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word, which can be binding on public duty.
8. Engage in no business with the County government, or the school system, either directly or indirectly, which is inconsistent with the conscientious performance of Board duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
9. Never use any information gained confidentially in the performance of Board duties as a means of making private profit.
10. Expose, through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
11. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using closed sessions only to deal with sensitive personnel, legal or contractual matters as provided by the Code of Virginia.
12. Avoid using the position of public trust to gain access to the media for the purposes of criticizing colleagues or citizens, impugning their integrity or vilifying their personal beliefs.
13. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board.
14. Review orally and in public session, at the annual organizational meeting, each of these principles.
15. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

IN RE: BOARD MEMBER COMMENTS

The members unanimously welcomed Mr. Brad Robinson who is the County Senior Planner and Zoning Administrator.

IN RE: SENIOR PLANNING COMMENTS

Mr. Robinson said he did not have any comments.

IN RE: ADJOURNMENT

The Chairman said if there is nothing else he would entertain a motion for adjournment. Ms. Sheets made a motion to adjourn and Mr. Bostic seconded it and with all members present voting "AYE" the meeting adjourned at 7:20 p.m.

Respectfully submitted:

Mark Bassett
Planning Director

Signed: _____
Wilson Yager, BZA Chairman

Dated: _____