



## CITY OF STONECREST, GEORGIA

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### *CONSTRUCTION BOARD OF APPEALS MEETING AGENDA*

Thursday, October 21, 2021, at 6:00 P.M.

Citizen Access: [Stonecrest YouTube Live Channel](#)

1. CALL TO ORDER – Chairman Kerry Williams @ 6:03 p.m.
2. ROLL CALL – All members present.
3. APPROVAL OF AGENDA

**Motion** - made by Vice Chair Clara Delay to approve agenda as stated. Seconded by Leroy Lark.  
**Motion passed unanimously.**

4. REVIEW & APPROVAL OF MINUTES

**Motion** – made by Vice Chair Clara Delay to approve meeting minutes from October 7, 2021 with stated changes. Seconded by Gregory Maxwell.  
**Motion passed unanimously.**

5. ELECTION OF SECRETARY

**Motion** – made by Vice Chair Clara Delay to table election of Secretary. Seconded by Leroy Lark.  
**Motion passed unanimously.**

6. SCHEDULING

- a. Yearly Meetings

**Motion** – made by Vice Chair Clara Delay suggesting Board meet January 20, 2022. Seconded by Gregory Maxwell.  
**Motion passed unanimously.**

- b. Metro Green Appeal

Attorney Lewis suggested the Board select a Writer. Vice Chair Clara Delay volunteered to serve as Writer.

**Motion** – made by Michael Burdette to appoint Vice Chair Clara Delay to serve as Writer for Board decisions. Seconded by Gregory Maxwell.  
**Motion passed unanimously.**

Amy Katz suggested Board members get familiar with charter (section 2.13/ethics), ordinance (chapters 2 & 7/ Construction Board of Appeals), land use regulations zoning, state laws and technical codes. Packet with such information provided by Amy Katz. Amy Katz also suggested having analog adopted in regard to setting procedures and evidentiary rules. Board conducts hearing and has 30 days to render decision after the scheduled hearing.

Each case should consist of the following:

- Application form, Secretary, Oath Taken
- Order of meetings (guided by section 2-343)
- Hearing procedure (guided by 2-357), including:
  - Summary of application, opening statement and argument of applicant, statement and argument of parties supporting, statement and argument of parties opposing, and rebuttal.
- Evidentiary rules (guided by section 2-358)

**Motion** – made by Michael Burdette to meet on Wednesday, October 27, 2021 at 6pm and Wednesday, November 3, 2021 at 6pm. Seconded by Gregory Maxwell.

**Motion passed unanimously.**

Suggested by Michael Burdette that the October 27, 2021 meeting include oath and proceedings and the November 3, 2021 meeting include code and ethics.

Mayor Pro Tem will schedule virtual oath to take place at City Council meeting in October 25, 2021.

## 7. UNFINISHED BUSINESS

Michael Burdett noted that Board Secretary is needed.

Vice Chair Clara Delay nominated Michael Burdett to serve as Secretary.

**Motion** – made by Vice Chair Clara Delay to appoint Michael Burdette as Secretary. Seconded by Gregory Maxwell.

**Motion passed unanimously.**

a. Relevant Ordinances

## 8. NEW BUSINESS

Amy Katz will send mentioned ordinances, involving oath procedures and evidence, to Board members.

## 9. ANNOUNCEMENTS – N/A

## 10. ADJOURNMENT

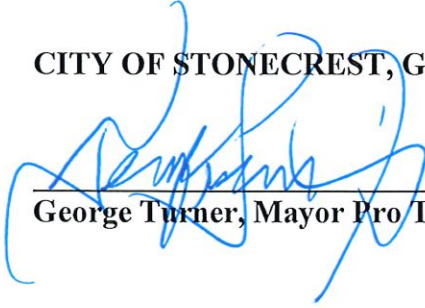
**Motion** – made by Chair Kerry Williams to adjourn the Construction Board of Appeals meeting. Seconded by Leroy lark.

**Motion passed unanimously.**

[SIGNATURES ON FOLLOWING PAGE]

As approved on the 27<sup>th</sup> day of October, 2021.

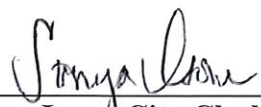
CITY OF STONECREST, GEORGIA



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George Turner, Mayor Pro Tem

ATTEST:



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Sonya Isom, City Clerk Deputy

Americans with Disabilities Act

*The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities and employment practices. If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Sonya Isom, as soon as possible, preferably 2 days before the activity or event.*