

**AGENDA  
BOARD OF ZONING APPEALS  
TRAINING WORK SESSION**

**WEDNESDAY JANUARY 15, 2020**

**6:30 P.M.**

**Oxford Courthouse – 118 W. High Street**

**MEMBERS**

Michael Schnipper, Vice Chair  
Roger Ames  
Kate Rousmaniere

Christopher Allison  
Daniel Haizman

**STAFF**

Sam Perry, Director, Community Development  
Zachary Moore, Planner  
Christopher R. Conard, Law Director

- I. Call to Order
- II. BZA Training – Christopher R. Conard / Coolidge Wall Co., L.P.A.
  - A. Brief overview of BZA functions, limitations and responsibilities of members
  - B. Making a motion
    - a. Inclusion of case number
    - b. Inclusion of standards
      - 1. Number of standards needed
      - 2. Use of standard H to bring in other criteria
  - C. Eliciting testimony from appellant or staff
    - a. Members offering information
      - 1. Personal experience v. evidence
  - D. Past court case example
  - E. Update from staff on code changes and code enforcement
- III. Adjournment