



TOWN OF BEAUX ARTS VILLAGE

BOARD OF ADJUSTMENT

MINUTES

March 3, 2004

Hauck

PRESENT: Board Chairman Bob Welsh, Boardmembers Jan Johnston, Steve Hauck, and Steve Matsudaira.

EXCUSED: Kevin Peterson

GUESTS: Mona Green, Town Planner

DEPUTY TOWN CLERK: Betsy Donworth

Board Chairman Welsh called the meeting to order.

MINUTES: Board Chairman Welsh moved to approve the Minutes of February 4, 2004 as submitted. Boardmember Johnston seconded. Motion carried unanimously.

DISCUSSION OF VARIANCE APPLICATION AND APPLICATION

INSTRUCTIONS: The Board reviewed the current variance application and application checklist for the purpose of changing requirements that would both 1) increase the accuracy of the application and 2) help clarify the process for the applicant. The discussion focused on the necessity of requiring a pre application meeting between the applicant and Town Planner, and whether or not a site survey by a licensed surveyor should be a required addition to the variance application. The Board concurred that the language on the application should be changed to state that a meeting with the Town Planner is “highly recommended”; it should not be required because there is a significant charge for the Town Planner’s time. A motion was made by Jan Johnston and seconded by Steve Hauck that the word “highly recommended” be substituted for “consider” on the variance application. Motion approved. The Board reviewed variance applications from Bellevue and Mercer Island, in particular these city’s provisions regarding site survey requirements. The major concern felt about adding the requirement for a site survey is the cost. Jan pointed out that in other municipalities, any new construction will require this type of survey. Planner Green emphasized that the information on the application needs to be accurate, which may only be achieved by requiring a survey showing property lines and the location of structures on the property, done by a licensed surveyor. After further discussion, the Board agreed that Mona and Betsy will draft a new variance application incorporating these changes.

BUILDING PERMIT REPORT/BUILDING OFFICIAL INVOICE: The Building Permit Report appraises the Board of current permits issued as well as pending. The Building

Approved March 3, 2004 BOARD OF ADJUSTMENT MINUTES

Official Invoice informs the Board of inspection activity providing the status on building projects. It is the responsibility of the Board to be informed about building activity within the Town.

NEW BUSINESS: At a future meeting, Wayne Stewart, BAV Town Attorney, and Mona Green will present some simulated variance requests, giving Boardmembers an opportunity to deal with a variety of situations and discuss how each might be addressed.

NEXT MEETING: The next meeting will be at Jan Johnston's, Wednesday, April 7, 2004.

ADJOURN: Boardmember Matsudaira moved to adjourn. Boardmember Johnston seconded. Motion carried unanimously.

Respectfully submitted,

Betsy Donworth
Deputy Town Clerk