



The Town of Coopertown  
2525 Burgess Gower Road  
Springfield, TN 37172  
615 382-4470 FAX 615 382-4439

## Meeting Minutes

### COOPERTOWN BOARD OF ZONING APPEALS

December 16, 2013

#### I. Call to Order

The meeting was called to order by Chairman, Jim Bice at 5:14 p.m.

#### II. Pledge of Allegiance

#### III. Roll Call

Members Present:

Jim Bice, Chairman  
Sam Childs, Mayor  
Peggy Ruth  
Martha Wall, Secretary

Absent:

Thomas King, Vice Chairman

Other Attendees:

Bryan Collins, Regional Planner with GNRC  
Vicky Bumgardner, Building Commissioner

#### IV. Approve Meeting Minutes from September 16, 2013

Chairman Bice asked for a motion to approve the meeting minutes from September 16, 2013.

Secretary Wall made the motion to accept the minutes from September 16, 2013.  
Chairman Bice seconded the motion.

All those in favor signified by saying, "Aye."

The motion passed unanimously.

#### V. Old Business

None

#### VI. New Business

##### 1. Floodplain Training Hours – Mike & Sharon Armstrong of Plans & More, LLP

- National Floodplain Insurance Program, (NFIP) at Coopertown Middle School on November 5, 2013 = 2 Hours
- Floodplain Training at City Hall, November 18, 2013 = 5 Hours

Chairman Bice asked for a motion to accept the 2 hour session on November 5, 2013 regarding new National Flood Insurance Program (NFIP) training toward the annual requirement.

Mayor Childs made the motion to accept two hours of training from November 5, 2013. Chairman Bice seconded the motion.

All those in favor signified by saying, "Aye."

The motion passed unanimously.

Chairman Bice asked for a motion to accept the five hours of floodplain training from November 18, 2013 toward the annual requirement.

Mayor Childs made the motion to accept five hours of floodplain training from November 18, 2013. Chairman Bice seconded the motion.

All those in favor signified by saying, "Aye."

The motion passed unanimously.

**2. By-laws – Clarify 10 vs. 15 day notice to the Board**

City Planner, Bryan Collins, advised there is a typo in the current version of the By-laws. The guideline indicated in Article VIII, Section 8.050, Item D., #2 of the Zoning Ordinance states a public notice must run at least 10 days prior to the hearing of an appeal. Current BZA By-laws, Article VII, Section 1, indicates "15 days" for the public notice. The discrepancy was a typo made when typing up the By-laws so we need to correct by voting to either correct the typo or change the Zoning Ordinance to reflect what the By-laws state.

Chairman Bice asked for a motion to change the BZA By-laws regarding Public Hearings to read a minimum of 10 days notice, rather than 15, which will coincide with the current verbiage in the Zoning Ordinance.

Mayor Childs made the motion to change the By-laws to reflect a minimum of 10 days notice rather than 15 for a public notice. Peggy Ruth seconded the motion.

All those in favor signified by saying, "Aye."

The motion passed unanimously.

**3. January Meeting Reminder – Nomination of officers: Chair, Vice Chair & Secretary**

Chairman Bice reminded everyone of nomination of officers to be conducted during the Tuesday, January 21<sup>st</sup> meeting, noting that the normal meeting date of Monday, January 20<sup>th</sup> would need to be moved back to the 21<sup>st</sup> due to the Martin Luther King, Jr. Holiday.

**VII. Comments from Members/Citizens**

None

**VIII. Adjournment**

Chairman Bice asked for a motion to adjourn the meeting.

Secretary Wall made the motion to adjourn the meeting.

Vice Mayor Ruth seconded the motion.

All those in favor signified by saying, "Aye."

The motion passed unanimously.

The meeting adjourned at 5:30 p.m.

**Original notes generated by Sharon Allen, City Clerk.**

These minutes are respectfully submitted by:

W. Mouton Wall

Secretary

1/21/14

Date