

FREQUENTLY ASKED QUESTIONS FOR **INTERESTED APPLICANTS** **BOARD OF ADJUSTMENT**

WHAT IS THE BOARD OF ADJUSTMENT? See page 2 under “Duties and Responsibilities”.

HOW OFTEN DOES THE BOARD MEET? The Board of Adjustment meets approximately once a month, pending applications, from April through October of each year. The scheduled dates for 2024 are listed below. The time for each meeting is at the Call of the Chair, but most often meet in the morning.

2024 PUBLIC HEARING DATES (Thursdays)
April 25, 2024
May 23, 2024
June 27, 2024
July 25, 2024
August 22, 2024
September 26, 2024
October 24, 2024

IS THERE FINANCIAL COMPENSATION? Board members receive mileage for travel and per diem. Rates as of 4-25-2024 are \$.67 per mile and per diem of \$35.00 for a half day and \$70.00 for a full day.

HOW LONG ARE THE MEETINGS? The length of each meeting depends on how many applications we have received, but we recommend planning one to two hours for each meeting. You will be notified at least three weeks in advance of each meeting.

WHAT IS THE APPLICATION/APPOINTMENT PROCESS? Parties interested in the positions can apply either by sending a letter of interest or an application to the County Clerk. Once applications are received, they are reviewed by the Land Services Department. The Land Services Department then makes a recommendation to the County Board who ultimately appoints the position(s) to the individual(s).

HOW LONG IS THE COMMITMENT? Members serve three year terms on the Board. At the end of the term, many members choose to stay on for additional three year appointments.

HOW MANY MEMBERS ARE ON THE BOARD? There are three members and two alternates that make up the Board of Adjustment.

WHO IS ELIGIBLE TO BE ON THE BOARD? The members of the board of adjustment, including alternate members, shall all reside within zoned towns in Lincoln County and outside of the limits of incorporated cities and villages; provided, however, that no 2 members shall reside in the same town.

WHAT ARE THE DUTIES AND RESPONSIBILITIES OF MEMBERS?
From Lincoln County Ordinance 17.8.12

DUTIES AND RESPONSIBILITIES. The Zoning Board of Adjustment shall have the following specific duties and responsibilities pertaining to this chapter, Chapter 20, Chapter 21, and Chapter 22 of the Lincoln County Code:

- (a) Hear and decide appeals where it is alleged that there is an error in any interpretation, order, requirement, decision, or determination made by the Zoning Administrator in the enforcement or administration of this chapter, Chapter 20, Chapter 21, or Chapter 22 of the Lincoln County Code.
- (b) Hear and decide appeals where it is alleged that there is an error in any decision of the Planning and Zoning Committee related to a conditional use permit request, with such review limited to determining whether the Committee's action considered the appropriate standards and met the requirements of this chapter, as opposed to the Board of Adjustment conducting a de novo review.
- (c) Authorize such variances from the terms of this chapter as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement will result in practical difficulty or unnecessary hardship, so that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done.

If you have any further questions about the position(s), please contact our office at 715-539-1087