

PLANNING & DEVELOPMENT

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**SCOTT COUNTY
ZONING BOARD OF ADJUSTMENT
AGENDA
Wednesday, December 17, 2025
4:00 P.M.**

1. **Call to Order**
2. **Attendance**
3. **Old Business**
4. **Zoning Administrator's Report**
5. **Public Comment**
6. **Adjournment**

Public Hearing Procedure:

- a. Chairman reads notice of public hearing.
- b. Director reviews case.
- c. Applicant/Representative speaks on behalf of request.
- d. Public may ask questions or make comments.
- e. Director makes staff recommendation.
- f. Applicant may respond to comments and/or recommendation.
- g. Board members may ask questions.
- h. Chairman closes the public portion of the hearing. (No more comments from public or applicant.)
- i. Discussion period to determine justification for decision.
- j. Board members move to accept, reject, or modify request.
- k. Final vote. Case closed. Three members of the Board constitute a quorum. The concurring vote of three members of the Board shall be necessary to reverse any decision or determination of the zoning administrator or to decide in favor of an application for a variance or conditions for a special use permit. The Board of Adjustment is "quasi-judicial" and not a recommending body. Therefore, any appeals to their decisions should be filed with District Court within 30 days of the meeting.