

# Town of Windsor

## Memorandum

May 11, 2021

7 PM

**TO:** The Honorable Mayor and Town Council  
**FROM:** William G. Saunders, IV, Town Manager WGS IV  
**SUBJECT:** Board of Zoning Appeals Appointment

### Background

Notification of vacancy on the Board of Zoning Appeals in need of an appointment.

### Specifics

There is a vacancy on the Board of Zoning Appeals, due to the recent passing of Mr. James O'Briant. Mr. O'Briant served the Town of Windsor in many capacities, including on the Town Council, the Planning Commission and the Board of Zoning Appeals. His service is greatly appreciated and he will be sorely missed.

As you may be aware, members of the BZA are recommended by Town Council to the Circuit Court and the court actually makes the appointments. Therefore, Council needs to recommend a potential board member for the courts to certify and appoint to serve the balance of Mr. O'Briant's term.

### Enclosures

None

### Recommended Action

Recommend potential Board member to the Circuit Court