

**262.480 Meetings of board of adjustment -- Chairman -- Records.**

- (1) The board of adjustment shall adopt regulations to govern its procedures. The regulations shall be in accordance with this chapter and with any ordinance adopted pursuant to KRS 262.460.
- (2) The board of adjustment shall select a chairman from among its members, and may, from time to time, change the selection.
- (3) Meetings of the board of adjustment shall be held at the call of the chairman and at such other times as the board of adjustment may determine. Any two (2) members of the board of adjustment shall constitute a quorum. The chairman, or in his absence such other member of the board of adjustment as he may designate to serve as acting chairman, may administer oaths and compel the attendance of witnesses. All meetings of the board of adjustment shall be open to the public.
- (4) The board of adjustment shall keep a full and accurate record of all proceedings, of all documents filed with it, and of all orders entered, which shall be filed in the office of the board of adjustment and shall be a public record.

**Effective:** October 1, 1942

**History:** Recodified 1942 Ky. Acts ch. 208, sec. 1, effective October 1, 1942, from Ky. Stat. sec. 42i-12.