

Village of Armada
Zoning Board of Appeals
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SUBJECT: Armada Village ZBA Meeting Minutes for 19 December 2017

DATE: Tuesday, December 19th, 2017*

TIME: 7:00 PM

LOCATION: Armada Village Offices, 74274 Burk, Armada 48005

CALL TO ORDER

- ~7:00 PM By ZBA Chair Ross Boelke
- Pledge of Allegiance
- Roll Call
 - Present: Ross Boelke, Michael St. John, Donald DePalma, Stephen Clark, Jo Adair

APPROVAL OF AGENDA

- Chairman Boelke offered the agenda for approval. Motion was made to approve; motion was supported.
Discussion: None. Motion carried unanimously.
- Agenda
 - Old Business - Discussion:
 - Business district sidewalk footprint and ownership definition.
 - Miscellaneous administrative Issues: minimum number of meetings a year, minimum number of appeals per meeting, providing ZBA meeting handouts w/disclaimer; officer elections.
 - New Business - Discussion:
 - Out-take on Armada Corners Court Case.
 - FY17 activity synopsis (provide information to Council Liaison, Steve Clark; Steve to update Council).
 - Future item discussion: 1) ZBA fee structure, 2) any interest in training, 3) Building Inspector response to abandoned village signage.
- Farewell to Jo Adair, ZBA Secretary for 22 years.

APPROVAL OF MEETING MINUTES

- Approval of ZBA meeting minutes of 2 November 2017. Motion was made to approve; motion was supported. Discussion: None. Motion carried unanimously.

GENERAL MEETING

- Agenda Item #1: ZBA Chair discussed the Village Attorneys interpretation of the Village Sidewalk ownership (generally up to the threshold of the building). No motions were made or votes taken on this item.
- Agenda Item #2: ZBA Chair discussed the need to conduct a minimum number of meetings a year to ensure continuity and minimum ZBA member training over long periods of time when there might not be any active cases before the board. Boelke to make a recommendation to Council of two semi-annual regular meetings a year funded out of the general fund (meeting costs not sustained by ZBA case fees). No motions were made or votes taken on this item.
- Agenda Item #3: ZBA Chair discussed the results of Court Case: Barfell v. Village of Armada. No motions were made or votes taken on this item.
- Agenda Item #4: ZBA Chair indicated he would pass a list of ZBA accomplishments to the Council Liaison, Member Clark, for his upcoming report to Council. No motions were made or votes taken on this item.
- Agenda Item #5: ZBA Chair discussed several items of interest including 1) Council determination to increase the ZBA fee structure, 2) that planning and zoning training could be made available to ZBA members interested in learning more about the process, and finally, 3) the ZBA Chair was determined to get a response from the Village Building Inspectors regarding the process for identifying and bringing abandoned signage to the attention of the business/property owner. No motions were made or votes taken on these items.
- Agenda Item #6: The ZBA presented flowers and a thank you card to Jo Adair, ZBA Secretary of long standing, formally recognizing on behalf of the Village their appreciation for 22 years of dedicated service. Farewell Joe and thanks! No motions were made or votes taken on this item.

CITIZEN COMMENTS

- None

FINAL COMMENTS FROM THE BOARD

- None

ADJOURNMENT

- Motion made to adjourn; a second was received. Discussion: None. Motion carried unanimously.

- Meeting adjourned at ~8:15 PM.

SECRETARY:

(Signature & Date) _____

* Detailed notes of the 19 December meeting have been inadvertently lost. Meeting Minutes for the 19 December ZBA meeting have therefore been reconstructed by the ZBA Chair and Secretary to the best of our ability. No motions were made or votes taken other than to 1) Approve the Agenda, 2) approve the 2 NOV 2017 Meeting Minutes, and 3) to Adjourn the Meeting.