

Village of Armada
Zoning Board of Appeals
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SUBJECT: Armada Village ZBA, Regular Meeting Minutes for 10 April 2018

DATE: Tuesday April 10th, 2018

TIME: 7:00 PM

LOCATION: Armada Village Offices, 74274 Burk, Armada 48005

CALL TO ORDER

- 7:01 PM By ZBA Chair Ross Boelke
- Pledge of Allegiance
- Roll Call
 - Present: Ross Boelke, Stephen Clark, Michael St. John, Donald DePalma.

APPROVAL OF AGENDA

- Chairman Boelke offered the agenda for approval. Motion was made to approve; motion was supported.
Discussion: None. Motion carried unanimously.

APPROVAL OF PREVIOUS MINUTES

- The board is not prepared to approve the previous meeting minutes at this time, the board will address this during the next scheduled meeting.

ZBA CHAIR COMMENTS

- Chair briefly discussed the regular meetings agenda:
 - Approval of Dec Meeting Minutes
 - Officer Elections
 - Council Approval of ZBA budget
 - Establish regular meeting dates
 - ZBA appeal form revision
 - Path forward for abandoned signs

GENERAL MEETING

- Officer Elections for the FY18-19 Budget Year
 - Motion to elect D. DePalma as ZBA Secretary – M. St John motions, S. Clark seconds the motion. Motion passed.
 - Motion to elect M. St John as ZBA Vice Chair - D. DePalma motions, S. Clark seconds. Motion passed.
 - Motion to elect R. Boelke as ZBA Chair – S. Clark motions, M. St John seconds. Motion passed.
- Village Council Approval of ZBA budget
 - The council approved a \$500 annual budget for the ZBA to schedule at least two regular meetings to maintain administrative continuity and allow for training, as required.
 - Motion to have 2 meeting per year (at 6 month intervals) with the next two, tentative, regular meeting dates: Tuesday October 9th 2018 and Tuesday April 9th 2019.
 - S. Clark motions, M. St John seconds. Motion passed.
- ZBA Appeal Form Revision
 - R. Boelke drafted a new ZBA appeal application form to include a description of the purpose and scope of the ZBA and instruction on how to refer to the ordinance for direction before filling out the form.
 - Motion to supply the draft to Michelle Poulos (village clerk) and possibly the Village council for review. S. Clark motions, M. St John seconds. Motion passed.
- Abandoned Signs
 - Discussed the ZBA’s role in dealing with abandoned signs. The board decided to consult with Dennis LeMieux (building inspector) on how to move forward with eliminating abandoned signage.

CITIZEN COMMENTS

- None

COMMENTS FROM THE BOARD

- Mike St John asked if the “Open” flag fixed to the building outside of Rust & Relics could be a problem as other business owners have been instructed to remove their flags. Mike will consult with Dennis LeMieux on the matter.

ADJOURNMENT

- Motion to adjourn by S. Clark, second by M. St John.
- Meeting adjourned at 7:49 PM.

SECRETARY:
(Signature & Date)
