

BLAIR TOWNSHIP
ZONING BOARD OF APPEALS
REGULAR MEETING PROPOSED Minutes
September 13, 2017

A. CALL TO ORDER:

The Regular Meeting of the Zoning Board of Appeals was called to order by Chairman McGee at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

C. ROLL CALL:

Present at roll call: David McGee, Mike Mapes, Karin Casscadin, Felicia Randall, Lori LaBonte, Roger Zeits and Gary Welch.

Also present: Zoning Administrator, Lindsay Wolf and Recording Secretary, Karen McIntyre

D. PUBLIC INPUT:

There was no public input.

E. APPROVAL OF AGENDA:

Motion by LaBonte, supported by Mapes to approve the agenda as presented. **Motion carried.**

F. DECLARATION OF CONFLICT OF INTEREST:

There was no declaration of conflict of interest stated.

G. MINUTES:

Minutes of July 13, 2016: Chairman McGee requested clarification with regard to the Election of Officers item addressed and noted that the Election of Officers also appears on the current meeting Agenda just approved. Zoning Administrator Wolf indicated that more than one year had passed since the last regular meeting; therefore, Election of Officers was needed.

Motion by Zeits supported by Welch to approve the minutes of July 13, 2016 as presented. **Motion carried.**

H. CORRESPONDENCE:

I. UNFINISHED BUSINESS:

None.

J. NEW BUSINESS:

1. Election of Officers

Chairman McGee called for nominations for Chairman. Board members discussed for clarification if representatives from other boards could hold the position of Chairman.

Motion by Casscadin to nominate Randall to serve as the Zoning Board of Appeals Chair. **Motion carried.**

Motion by McGee to nominate current Secretary Mapes as Secretary and current Vice-Chair Welch as Vice-Chair. **Motion carried.**

2. Adoption of Bylaws

Zoning Administrator Wolf indicated that 2 items were added by staff, being Section 3 Item B relative to training hours required and Section 3 Item E, the inclusion of (4) joint meetings per year with the Planning Commission and the Blair Township Board of Trustees.

LaBonte requested clarification of Section 2, Item F with regard to action requirements at meetings, specifically if a case was not before the board, should there be action taken on Minutes.

Board members discussed clarifying the language of Section 1, Item(s) A and F relative to representatives of other township boards and elected officials.

Motion by Randall, supported by Cascadin to approve an amendment to the current Bylaws Section 1, Item A to state that ‘an elected township official or any township board representative’ shall not serve as Chair. **Motion carried.**

Motion by Randall, supported by LaBonte to approve the amended Bylaws. **Motion carried.**

3. Sample Variance Language

The board discussed the format and language of the current Blair Township Ordinance, Article 24 Section 24.03(3) in comparison to samples from neighboring townships, Acme, Eastbay, Garfield and Green Lake. Randall also distributed sample language from Webster Township for comparison. For information and discussion only.

K. REPORTS:

1. Zoning Administrator

No additional reports. Zoning Administrator Wolf noted that the Planning Commission agenda for the meeting scheduled for September 20 included Master Plan discussion and requested that board members contact her with any input. Further, Wolf reminded that the survey requesting community input has resulted in 217 responses thus far, of a goal of 300. Wolf distributed the preliminary report of input received thus far, and noted that staff will be accepting comments/input until the end of October. Wolf also indicated that staff plans to hold a community visioning session for additional input.

2. Town Board Representative

Roger Zeits, Township Board Representative reported the following Township Board activities:

Revised lots 5 and 6 of Meadowood Pines; a new ERT Team member had been added due to an employee departure ; an EMS employee received extended vacation time due to lack of staff and EMS/Fire plans to fill a vacant position. Zeits also reported that a Welcome Packet for new residents and businesses was in process.

3. Planning Commission Representative

LaBonte reported that the Planning Commission continues work on the Master Plan and obtaining additional community survey responses; Chums Village Drive changed to Cherry Pepsi Way; Changes to usage of the Pavilion, being that there would no longer be reservations taken for usage of the Pavilion and as of January 2018, the Pavilion would be available on a first come, first served basis. LaBonte outlined approvals and projects reviewed by the Planning Commission.

4. Trails

None.

M. ANY OTHER BUSINESS:

LaBonte noted the Blair Township Clean-up Day is planned for October 7.

N. ADJOURNMENT:

Motion by LaBonte, supported by Casscadin to adjourn. Meeting adjourned at 7:35 p.m.

Respectfully submitted,
Karen McIntyre, Recording Secretary

