

ZBA Annual Meeting Minutes

October 6th, 2020 at 7:00pm

6461 Gillard Road

Spruce, MI 48762

Call to Order: 7:00 pm

Pledge of Allegiance: Completed

Roll Call: Cindy Smith, Ed Bolanowski, Nancy Beck

Agenda Approval/Additions: Motion made by Cindy Smith to approve agenda. Seconded by Ed Bolanowski. All in favor – passed.

Appointment of Chair to ZBA: Motion made by Ed Bolanowski to appoint Nancy Beck as chair of the ZBA, Seconded by Cindy Smith. All in favor – passed.

Appointment to Secretary ZBA: Motion made by Nancy Beck to appoint Cindy Smith as secretary of the ZBA, Seconded by Ed Bolanowski. All in favor – passed.

ZBA MTA Handbooks: Motion made by Nancy Beck to order three ZBA Handbook from MTA. C Smith seconded. All in favor – passed.

ZBA standards adoption: Motion by Cindy Smith to adopt the Standards form as presented from MTA with the changes of Caledonia Twp headed and signature and dates from all three members. Seconded by Ed Bolanowski. All in favor – passed. (this form is to be placed in file after a hearing as record)

ZBA Final Decision adoption: Motion by Ed Bolanowski to adopt the Final Decision form as presented from MTA. Seconded by Cindy Smith. All in favor – passed. (this form is to be placed in file after a hearing as record)

Decide Meeting notice/Public Hearing/ Letters to adjacent property owners for three separate appeals:

No case actions/circumstances were discussed on these only set up dates and times.

- A. 6772 Mt Mariah Road - Motion made by Cindy Smith to set hearing for Permit number 1-27-2020 for 11/09/2020 at 7:00pm. Seconded by Ed Bolanowski. All in favor – passed
Ad for paper and notices to neighbors needs to be sent in by 10/16/20.

- B. 5566 N Mt. Mariah Rd – Motion made by Ed Bolanowski to set hearing for Permit 01-29-2020 for 10/29/2020 at 7:00pm. Seconded by Cindy Smith. All in favor – passed.
Ad for paper and notices to neighbors need to be sent in by 10/09/20.

- C. 5727 N. Pine St. - Motion made by Ed Bolanowski to set hearing for Permit 01-28-2020 for 10/29/2020 at 7:00pm. Seconded by Cindy Smith. All in favor – passed.
Ad for paper and notices to neighbors need to be sent in by 10/09/20.

Public Comment: Regarding having annual meetings. Discussions on having a set day for annual meeting.

Motion by Cindy Smith to Adopt a yearly annual meeting for the Second Monday in January of every year at 7:00pm. Seconded by Ed Bolanowski. All in favor – passed.

Adjournment: Motion by Cindy Smith to adjourn at 7:54pm. Seconded by Ed Bolanowski. All in favor – passed.