

ALLENDALE CHARTER TOWNSHIP ZONING BOARD OF APPEALS

Date: January 7, 2016

Time: 7:30 p.m.

Place: Allendale Township Offices

Members Present: R. Chapin, F. Hilliker, C. Hilton, J. Jacquot, T. Kronlein, R. Nadda, J. Thurkettle, E. Westerling

Members Absent: None

Staff Present: None

Guests Present: None

Recording Secretary G. Sietsema

1. Meeting was called to order by the Chairman at 7:32 p.m.
 2. There were no public comments.
 3. **Motion** to approve the November 5, 2015, minutes as presented was made by J. Jacquot and supported by E. Westerling.
Motion carried 8:0
 4. Election of officers: T. Kronlein made a motion to keep the same officers as last year, R. Chapin as Chair, J. Jacquot as Vice-Chair, and T. Kronlein as Secretary. This was supported by F. Hilliker.
Motion carried 8:0
- G. Sietsema will continue as Recording Secretary.
5. The Bylaws were discussed and the following changes were submitted:
 - a. Page 1, Item 3 under Secretary: "Attendance – The secretary shall be responsible for maintaining an attendance record for each zoning board of appeals member and report those records to the zoning board of appeals **members within the recorded minutes.**" (This is a change from "annually" to "within the recorded minutes.")

- b. Page 1, Item 4 – *Notices* – Eliminate “secretary” so the change will then read:–“The Zoning Administrator, planning department staff, township clerk, etc. shall issue such notices s may be required by the zoning board of appeals.”
- b. Page 2 – **B. Special Meetings** – 2nd paragraph. “Notice of special meetings shall be given to the members of the zoning board of appeals at least **72** hours prior to the meeting. (This is a change from 48 hours.)
- c. Page 4 - Paragraph 5. “The zoning board of appeals member **who** is also a member of the planning commission or the township board and voted on the same matter as a member of the planning commission or township board.” (The change is the addition of the word “who” to the paragraph.)

A **Motion** was made by C. Hilton and supported by F. Hilliker to submit the changes and return to them at the next meeting.

Motion carried: 8:0

- 6. The ZBA meetings for this year will again begin at 7:30. Dates are as follows:

January 7	July 7
February 4	August 4
March 3	September 1
April 7	October 6
May 5	November 3
June 2	December 1
- 7. There were no public concerns or comments concerning items not on the agenda.
- 8. There being no other business before the Board, the meeting was adjourned at 7:50 p.m.

Respectfully submitted by G. Sietsema, Recording Secretary

The next ZBA meeting will be Thursday, February 4, 2016, at 7:30 p.m.

ALLENDALE CHARTER TOWNSHIP ZONING BOARD OF APPEALS

Date: Thursday, August 11, 2016

Time: 7:30 p.m.

Place: Allendale Township Offices

Members Present: R. Chapin, C. Hilton, J. Jacquot, T. Kronlein, R. Nadda,
E. Westerling

Members Absent: F. Hilliker, J. Thurkettle

Staff Present: K. Scharphorn

Guests Present: P. Forner

Recording Secretary G. Sietsema

1. Meeting called to order by the Chairman at 7:33 p.m.
2. There were no public comments.
3. **Motion** to approve the January 7, 2016 minutes as presented was made by J. Jacquot and supported by C. Hilton.

Motion carried 6:0

4. Mr. Phil Forner asked for a clarification, not a variance. He received two letters regarding this. Is his property in the Ag district; 1st letter indicted it was not.

Board agreed that his property is definitely in an Ag district.

Motion was made by R. Nadda and supported by C. Hilton that the property is zoned AG per Section 3.11 C-3-b.

Motion carried 6:0

Next, Mr. Forner stated the recreation vehicle in question is connected to a structure through electric and water, and is not a separate structure. Is this prohibited?

After discussion, the Zoning Board would like clarification from the Planning Commission to determine “residential occupancy.”

Motion by R. Chapin and supported by T. Kronlein to table the request and ask the Planning Commission for clarification of “residential occupancy” and an update of “recreational vehicle” as stated in Section 3.11-A-7.

Motion carried 6:0

Mr. Forner challenged the fee that the Supervisor chose to apply to his application. Was this appropriate and reasonable to apply a fee of \$1,500 for an interpretation, not a variance?

The Board stated that the escrow fee is the amount projected for a future expense. The Board does not determine the fee schedule but acknowledges that the escrow fee will discourage citizens from contacting the Board for interpretation. The point of application is where the escrow amount should be decided.

Motion by C. Hilton supported by E. Westerling to amend the fee schedule and eliminate an escrow amount for zoning interpretations by the Zoning Board Administration.

Motion carried 6:0

Motion by R. Nadda supported by E. Westerling that the ZBA recommend the escrow fee of \$1,500 be returned to Mr. Forner.

Motion carried 6:0

4. There was no Old Business:
5. There were no public concerns and comments concerning items not on the agenda.
6. There being no other business before the Board, the meeting was adjourned at 8:58 p.m.

Respectfully submitted by G. Sietsema, Recording Secretary

ALLENDALE CHARTER TOWNSHIP ZONNING BOARD OF APPEALS

Date: Thursday, November 3, 2016

Time: 7:30 p.m.

Place: Allendale Township Offices

Members Present: R. Chapin, C. Hilton, T. Kronlein, R. Nadda, E. Westerling

Members Absent: J. Jacquot, J. Thurkettle

Staff Present: J. Alkema, K. Scharphorn

Guests Present: None

Recording Secretary G. Sietsema absent.

1. Meeting called to order by the Chairman at 7:33 p.m.
2. J. Alkema made public comments reiterating his earlier comments that he did not have the authority to change the fee schedule.
3. **Motion** to approve the August 11, 2016 minutes as presented was made by C. Hilton and supported by E. Westerling.

Motion carried 5:0

4. **Motion** to take “off the table” Mr. Forner’s request for clarification on questions relating to a detached residence, and in the absence of input from the Planning Commission, and to decide whether or not an RV can be used for residential occupancy within Allendale Township was made by C. Hilton and supported by E. Westerling.

Motion carried 5:0

5. **Motion** by R. Chapin and supported by R. Nadda that current ordinance does not allow for an RV to be used for residential occupancy.

Motion carried 5:0

5. There was no Old Business.
6. There were no public concerns and/or comments concerning items not on the agenda.
7. As there was no other business before the Board, the meeting was adjourned at 8:00 p.m.

Respectfully submitted by T. Kronlein.

ALLENDALE CHARTER TOWNSHIP ZONING BOARD OF APPEALS

Date: Thursday, December 1, 2016

Time: 7:30 p.m.

Place: Allendale Township Offices

Members Present: R. Chapin, C. Hilton, J. Jacquot, T. Kronlein, R. Nadda, E. Westerling

Members Absent: F. Hilliker, J. Thurkettle

Staff present: None

Recording secretary: G. Sietsema

1. The meeting was called to order by the Chairman at 7:30 p.m.
2. There were no public comments.
3. **Motion** to approve the November 3, 2016, minutes as presented was made by E. Westerling and supported by C. Hiltoon.

Motion carried 6:0

4. The meeting dates for 2017 were reviewed. See attached.
5. There were no public concerns and comments concerning items not on the agenda.
6. There being no other business before the Board, the meeting was adjourned at 7:35 p.m.

Respectfully submitted by G. Sietsema, Recording Secretary

The next meeting will be January 5, 2017.

Dates for 2017 ZBA Meetings

1st Thursday of every month

January 5

February 2

March 2

April 6

May 4

June 1

July 6

August 3

September 7

October 5

November 2

December 7