

1 **KALAMAZOO CHARTER TOWNSHIP ZONING BOARD OF APPEALS**

2
3 **MINUTES OF MEETING HELD JANUARY 27, 2016**

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5 A regular meeting of the Kalamazoo Charter Township Zoning Board of Appeals was held
6 on January 27, 2016, at the Kalamazoo Township Hall commencing at 7:00 p.m.

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8 Members Present: Jim Cripps
9 Mark Miller
10 Fred Nagler (Alternate)
11 Jim Short
12 Ann Simmons
13 Robert VanderKlok

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15 Members Absent: none

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17 Also present was Catherine Kaufman, Township Attorney.

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19 **ITEM 1 CALL TO ORDER**

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21 Chairman Short called the meeting to order at 7:00 p.m.

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23 **ITEM 2 ROLL CALL**

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25 Chairman Short called the roll. All members were present. Motion was made by Mr.
26 VanderKlok, seconded by Mr. Cripps to note that all members were present and a quorum
27 of the ZBA was in attendance. The motion passed unanimously.

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30 **ITEM 3 APPROVAL OF AGENDA FOR JANUARY 27, 2016 MEETING**

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32 Chairman Short indicated that the next item was the approval of the meeting agenda.
33 Motion was made by Mr. VanderKlok, seconded by Mr. Cripps to accept the agenda as
34 presented. The motion passed unanimously.

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36 **ITEM 4 APPROVAL OF MEETING MINUTES FOR JUNE 17, 2015**

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38 Chairman Short asked for the Board's review of the minutes of June 17, 2015.
39 Motion was made by Mr. VanderKlok, seconded by Mr. Miller to approve the minutes of the
40 June 17, 2015 meeting as presented. The motion passed unanimously.

2-2-2016

1 **ITEM 5 ELECTION OF OFFICERS**

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3 Chairman Short said that the next item was election of the Zoning Board of Appeals'
4 officers for 2016. There was general discussion on the zoning ordinance update process,
5 which would ultimately transfer review of site plans to the Planning Commission and the
6 possible reallocation of members between the ZBA and the Planning Commission
7 thereafter. It was agreed by the Board that such possibility would not affect the current
8 election of ZBA officers. Motion was made by Mr. VanderKlok, seconded by Mr. Cripps to
9 elect the following officers for the ZBA for 2016: Chairman James Short, Vice Chairman
10 James Cripps and Secretary Ann Simmons. The motion passed unanimously.

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12 **ITEM 6 PUBLIC HEARINGS**

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14 None.

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16 **ITEM 7 OLD BUSINESS**

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18 None.

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20 **ITEM 8 NEW BUSINESS**

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22 None.

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24 **ITEM 9 OTHER BUSINESS TO BE REVIEWED BY THE ZBA**

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26 9a. Tabled or unfinished business.

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28 None.

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30 9b. Comments from the public on matters not already addressed.

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32 None.

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34 9c. Correspondence received.

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36 None.

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38 9d Zoning Board of Appeals members' comments.

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40 Mr. Miller advised that 2015 had been an active year for the Township Board. He
41 noted that a bond issue for road improvements had been passed by the Township's voters.
42 He said that all Township residents saw the road improvements that resulted and that this
43 continued road work would continue for a few more years. He also outlined the change in
44 administrative structure put in place by the Township Board, which would begin with the
45 new 4 year term of the Township Board beginning in November 2016. The new structure
46 includes part-time positions for the supervisor, clerk and treasurer, with the additional
47 hiring of a township manager and financial director. He said that the Township Board

1 intends to hire a township manager mid-year 2016. He also mentioned that the Township
2 had executed a single waste hauler contract, which will reduce wear and tear on the
3 Township's roads, while also lessening the cost for Township residents for garbage service.
4 Last, he mentioned that the Township administrative staff has been working on developing
5 a policy manual, to compile in one location all policies regarding all Township matters, such
6 as ethics, personnel, financial matters, etc. There was ZBA discussion that both the ZBA's
7 and the Planning Commission's conflicts of interest policies should be included in this
8 policy manual.

9
10 9e. Report of Planning Commission member

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12 Mr. VanderKlok reported that the Planning Commission was working aggressively on
13 adopting a new zoning ordinance. He said that McKenna Associates was assisting the
14 Planning Commission in revising the zoning ordinance. Mr. VanderKlok noted there had
15 been several committee meetings and that the Planning Commission was reviewing and
16 revising sections of the proposed zoning ordinance at special meetings being held monthly.
17 Mr. VanderKlok said that the new zoning ordinance would result in the elimination of some
18 existing zoning districts and the renaming of most other districts. He said that each zoning
19 district will contain a list of permitted and special uses. Overall, he felt that the new zoning
20 ordinance would be easier to use. He said that the Planning Commission will hold an open
21 house on the proposed new zoning ordinance and zoning map, for public comment. The
22 ZBA is welcome to attend the open house and provide comments on the draft zoning
23 ordinance.

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26 **ITEM 10 ADJOURNMENT**

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28 There being no further business, Mr. Cripps made a motion to adjourn, seconded by
29 Mr. VanderKlok. The motion carried unanimously and the meeting was adjourned at 7:40
30 p.m.

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34 **KALAMAZOO TOWNSHIP**
35 **ZONING BOARD OF APPEALS**

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38 _____
39 Ann Simmons, Secretary
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