



Andy Schor
Mayor

**LANSING BOARD OF ZONING APPEALS
REGULAR MEETING
DEPARTMENT OF ECONOMIC DEVELOPMENT AND PLANNING
THURSDAY, January 14, 2021, 6:30 PM**

Due to public safety concerns resulting from the COVID-19 pandemic, this meeting will be conducted remotely via Zoom Conferencing. To access the meeting, click on the following link <https://us02web.zoom.us/j/81500127934> or dial (312) 626-6799 and enter Meeting ID #: 815 0012 7934.

AGENDA

- I. ROLL CALL**
- II. APPROVAL OF AGENDA**
- III. PUBLIC COMMENT**
- IV. PUBLIC HEARING/ACTION**
 - A. BZA-4066.20, Variance to the setback requirement for a ground sign at 516 W. Saginaw Street**
- V. OLD BUSINESS**
- VII. NEW BUSINESS**
- VI. APPROVAL OF MINUTES**
 - A. Regular Meeting, September 10, 2020**
- VIII. PUBLIC COMMENT**
- IX. ADJOURNMENT**

FOR SPECIAL ACCOMMODATIONS, PLEASE GIVE 24 HOURS NOTICE PRIOR TO THE MEETING BY CALLING SUSAN STACHOWIAK IN THE PLANNING OFFICE AT 517-483-4085 OR BY DIALING (TTY 711).

GENERAL INFORMATION

APPLICANT:	Capital Area Housing Partnership 600 W. Maple Street, Suite D Lansing, MI 48906
PROPERTY OWNER:	Ferris Limited Housing Association 600 W. Maple Street, Suite D Lansing, MI 48906
REQUESTED ACTION:	Variances to the required setback for a new ground sign at 516 W. Saginaw Street
EXISTING LAND USE:	Apartment building
EXISTING ZONING:	“DM-3” Residential District
PROPERTY SIZE & SHAPE:	Irregular shape - .377 acres
SURROUNDING LAND USE:	N: Single family residential S: Commercial, church E: Quality Dairy, office/residential building W: Residential of varying densities
SURROUNDING ZONING:	N: “C” Residential District S: “F” Commercial & “C” Residential Districts E: “DM-3” & “C” Residential Districts W: “F” Commercial & “D-1” Professional Office Districts
MASTER PLAN DESIGNATION:	The Design Lansing Comprehensive Plan designates the subject property Neighborhood Mixed Use Center: Convenience. W. Saginaw Street is designated as a major arterial.

ANALYSIS

This is a request to permit a ground sign at 516 W. Saginaw Street (Walnut Manor Apartments) that would have a setback of 7 feet from the front property line. Section 1442.12(h)(2)(B)(2) of the City of Lansing Sign Ordinance requires a 20 foot front yard setback for ground signs in multiple family residential zoning districts. A variance of 13 feet to the setback requirement for a ground sign is therefore, being requested.

Required/Permitted	Proposed	Variance
20 foot setback	7 foot setback	13 feet

ANALYSIS

The applicant proposes to install a 20 square foot, 6 foot high ground sign at 516 W. Saginaw Street which contains a multiple family residential apartment building. The ordinance requires a 20 foot setback for a sign on a parcel of land that is zoned multiple family residential. The applicant is requesting a variance to permit a 7 foot setback.

The applicant bases a practical difficulty on the inability to construct a ground sign in a location on the site that would be visible to traffic on W. Saginaw Street. Based upon the layout of the site, the practical difficulty described by the applicant is sufficient to warrant a variance to the setback requirements for a ground sign.

Section 1244.06 (c)(1-4) of the Zoning Code sets forth the criteria and standards which must be used to evaluate a variance request. They are: (1) Does a practical difficulty or unnecessary hardship exist; (2) Is the Location, Size and Character in harmony with surrounding uses; and (3) Will the request impact vehicular and pedestrian traffic?

Practical Difficulty or Hardship

Several criteria are described in Section 1244.06(c) for the Board to consider in determining the adequacy of a practical difficulty:

1. The hardship results from the application of this Zoning Code to his or her lot, rather than from some other factor.
2. The hardship is not the result of his or her own actions.
3. The hardship is peculiar to the lot of the applicant.
4. If the owner of the lot complies with this Zoning Code, he or she can secure no reasonable return from, or make no reasonable use of, his or her property.

The request does meet the first criteria since the practical difficulty described by the applicant is directly related to the setback requirement for a ground sign. The second standard is whether the practical difficulty is self-created. The site was constructed long before the current sign ordinance was in effect. It was also constructed several decades before the applicant took possession of the property. The applicant, therefore, had no control over the layout of the site and could not plan for a location that would accommodate a sign in compliance with current sign ordinance requirements.

The third criteria relates to whether the practical difficulty is sufficiently unique. By assuring that the practical difficulty is adequate to differentiate it from a claim that could be made by most other property owners, the intent of the ordinance standard is preserved. Correspondingly, the practical difficulty must be more than a matter of mere preference. As evidenced by the attached survey, there is no location on the site where the sign could be located in compliance with the 20 foot setback

where it would be visible to eastbound traffic. The property line begins approximately 2 feet from the sidewalk and the building is setback 26 feet from the sidewalk, thus leaving only enough room for a 4 foot wide sign that would be located right up to the building wall. If the sign were to be located on the west side of the building, it would interfere with the driveway. The dimensions of the proposed sign are in compliance with what is permitted for a property that is zoned “DM-3” and is less than ½ acre in size (20 square feet in area and 6 feet in height). Based on the layout of the site, the practical difficulty borne by the applicant is sufficiently unique to warrant the requested variance to the setback requirement.

The other consideration relates to whether there is a viable use of the property without the variance. This standard is typically applied to use variances, however, which require a much higher threshold than a ‘dimensional’ variance such as this one.

IMPACT STANDARDS

The Ordinance also establishes four standards under Section 1244.06 (e) that must be satisfied relating to the impact of the variance on the surrounding properties and general public. These standards and the manner in which they relate to the request are as follows:

1. **The use will be in harmony with the appropriate and orderly development of the surrounding neighborhood.**

The proposed sign will be harmonious with the appropriate and orderly development of the area. The Quality Dairy property to the west is zoned “F” Commercial and thus, if a sign of the proposed dimensions was to be located on that site, it would only require a 6 foot setback. The 20 foot setback in this case is required because the property is zoned “DM-3” Residential. Unlike the subject property, most sites that are zoned “DM-3” Residential are not located on major thoroughfares. The intent of significantly limited the allowable height and square footage and requiring a 20 foot setback for signs on residential properties is to preserve the character of the residential areas in which they are located. The subject property, however, is located on a major thoroughfare that is characterized predominantly by commercial uses. The sign limitations for commercial properties are far less restrictive than what they are for residential properties which puts the applicant at a disadvantage with the regard to signage in comparison to most of the properties along W. Saginaw Street. Given these circumstances, approval of the variance will allow for a sign location that is consistent with the intent and purpose of the ordinance.

2. **The use will be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved.**

The reduced setback will have no negative impacts on traffic in and around the site. The proposed sign will be located east of the driveway on the subject property and traffic on Saginaw Street is eastbound, one-way. Traffic exiting the driveways on the site and on the Quality Dairy property to the west will be looking westbound and thus, the sign will have no impact on visibility when exiting the driveways. In addition, the sign will be setback 9 feet

from the sidewalk which is adequate to view westbound traffic on the sidewalk. At the proposed setback, the sign will also not impede visibility to traffic existing the driveways on the properties further to the east.

3. **The use will be designed to eliminate a possible nuisance emanating there from.**

The proposed variance will not generate any nuisances.

4. **The use will not interfere with or discourage the appropriate development and use of adjacent land and structures or unreasonably affect their value.**

Since there is a demonstrated practical difficulty that prevents locating a ground sign at the required setback, approval of the requested variance will not set a negative precedent for future requests to vary the sign ordinance setback requirements.

FINDINGS

This is a request to permit a 6 foot high, 20 square foot ground sign at 516 W. Saginaw Street (Walnut Manor Apartments) that would have a setback of 7 feet from the front property line. Section 1442.12(h)(2)(B)(2) of the City of Lansing Sign Ordinance requires a 20 foot front yard setback for ground signs in multiple family residential zoning districts. A variance of 13 feet to the setback requirement for a ground sign is therefore, being requested.

The available information supports a finding that a variance of 13 feet to the required setback for a new ground sign is consistent with the practical difficulty criteria of Section 1244.06 (c) and the impact criteria of Section 1244.06 (e).

RECOMMENDATION

Based on the information and findings described above, the following motion is offered for the Board's consideration:

“I make a motion to approve BZA 4066.20 for a variance of 13 feet to the setback requirement to permit a 6 foot high, 20 square foot ground sign at 516 W. Saginaw Street that would have a setback of 7 feet from the front property line, on a finding that the variance is consistent with the practical difficulty criteria of Section 1244.06 (c) and the impact criteria of Section 1244.06 (e), as described in the staff report for this application.”

Respectfully Submitted,

Susan Stachowiak
Zoning Administrator



CITY OF LANSING - PLANNING OFFICE
PETITION
BOARD OF ZONING APPEALS

Reset Form

Print Form

FILE NUMBER: BZA-_____

DATE SUBMITTED: _____

A request is hereby made to vary the requirements of the Zoning and / or Sign Ordinance.

Street Address (*include zip code*): _____

Legal
Description:

Applicant Name: _____

Address (*include zip code*): _____

Phone Number: _____

Owner Name: _____

Owner Address (*include zip code*): _____

Owner Phone: _____

Interest in Property (please check one)

- ☐ Option to buy ☐ Owner ☐ Other (please specify) _____
☐ Leasee ☐ Represent Owner

Is this property in the flood plain?

Zoning of the property: _____ Lot dimensions: _____ X _____ ☐ Yes ☐ No

Is this property residential? ☐ Yes ☐ No

of Efficiency Units: _____ # of 1 Bedroom Units: _____ # of 2 Bedroom Units: _____ # of 3 Bedroom Units: _____

Total # of Units: _____ Total # of Bedrooms: _____ # of accessible on-site parking spaces: _____

Is this property non-residential? ☐ Yes ☐ No

of employees (largest shift): _____ # of accessible on-site parking spaces: _____

Hours and days / week of operation: _____

Describe or explain your proposal for this property:

attach a separate sheet if more space is necessary

Section # with which this proposal is in conflict: _____

If this petition is not granted, explain how your proposal will be affected:

attach a separate sheet if more space is necessary

Items to be submitted with the petition:

- 1 A site plan drawn to a scale of at least 1" = 100'** showing the location of all structures, existing and proposed, in relation to the lot lines and access points.
- 2 Flood plain information** where applicable.
- 3 Non-refundable fee for processing (7/14/98)**

FEES:

<u>Single Family Home Improvement:</u>	\$160.00
<u>Other appeals by acreage:</u>	
Less than one (1) acre:	\$250.00
One (1) to three (3) acres:	\$350.00
Greater than three (3) acres:	\$450.00

A zoning variance means a modification of the strict letter of the zoning or sign codes, being title six and chapter 1442 respectively, of the City of Lansing, granted when, by reason of exceptional conditions, the strict application of the provisions of this chapter result in peculiar or exceptional practical difficulties or unnecessary hardship to the owner of the lot.

Please file this petition with the Planning Office.

Signature of applicant: _____

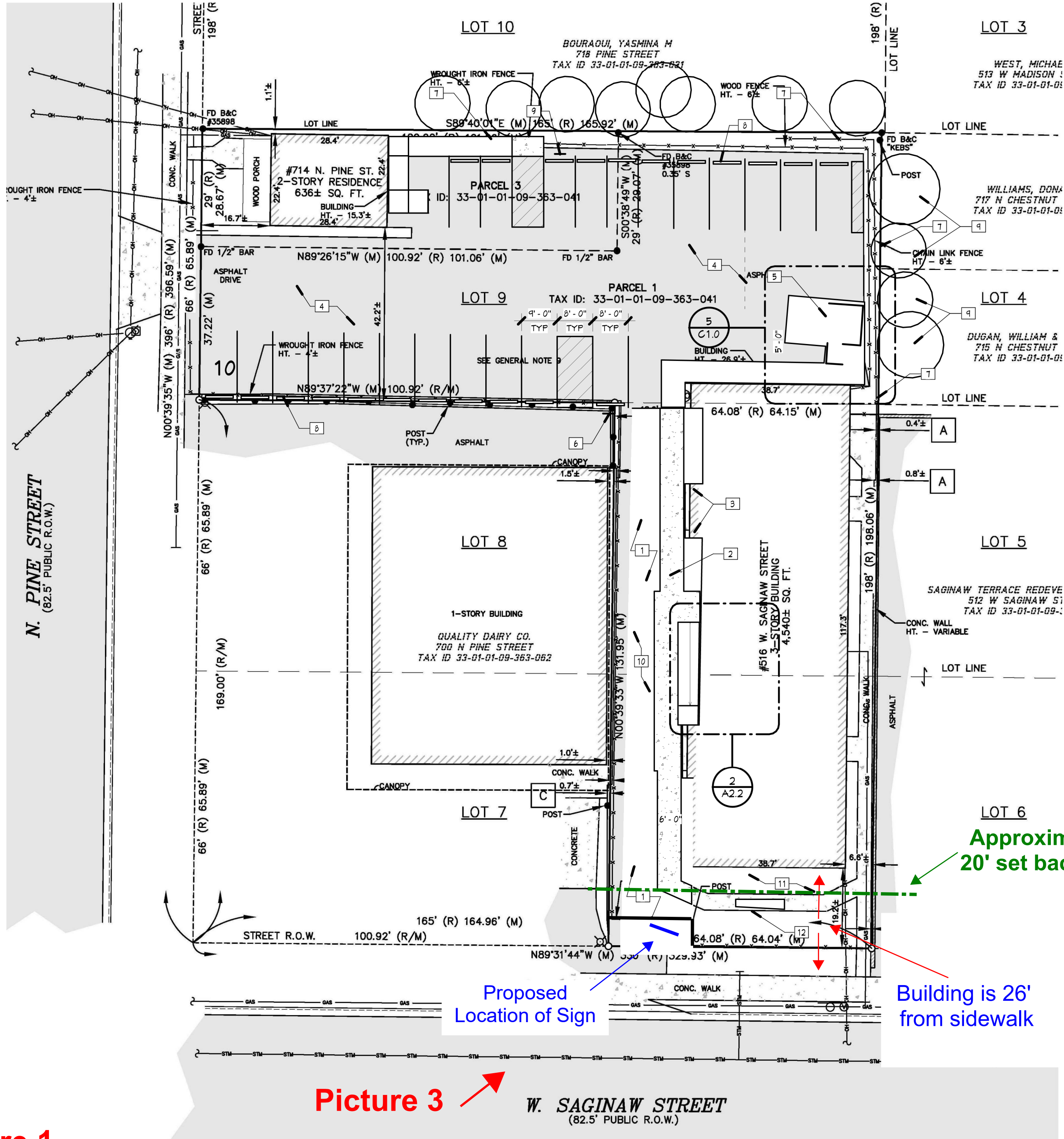
Name: _____

For assistance, please contact:

PLANNING OFFICE
316 N. CAPITOL AVE., SUITE D-1
LANSING, MI 48933-1236
(517) 483-4066
FAX: (517) 483-6036



Proposed Ground Sign



1.



NE corner of the W Saginaw & Pine Intersections. Quality Dairy store with existing pole sign

2.



SE corner of the W Saginaw & Pine Intersections. Building with wall signage within 20' set back.

Subject Property

3.



Proposed sign location would be approximately set back 10' from sidewalk. Slightly angled to the southwest for best exposure when traveling East on W Saginaw.

H

DJ

HOOKE IDE JONG
Architects & Engineers
318 Morris Avenue
Studio Suite 410
Muskegon, MI 49440
P 231 | 722 | 3407
F 231 | 722 | 2589

MODERATE REHABILATION

FERRIS MANOR APTS / PINE ST OFFICE

515 W SAGINAW ST / 714 PINE ST
LANSING, MI 48203

CAPITAL AREA HOUSING PARTNERSHIP

Project Number 4-1187		
ISSUANCE		
No.	Date	Description
1	2020.01.17	PRICING SET
2	2020.03.06	FOR PERMIT

Copyright © 2020 HDJ Inc. All Rights Reserved

SITE PLAN

C1.0



City of Lansing Zoning Map



Zoning District	
	A Residential-Single
	B Residential-Single
	C Residential-2 Unit
	NONE
	CUP Community Unit Plan
	D-1 Professional Office
	D-2 Residential/Office
	DM-1 Residential-Multiple
	DM-2 Residential-Multiple
	DM-3 Residential-Multiple
	DM-4 Residential-Multiple
	E-1 Apartment Shop
	E-2 Local Shopping
	F Commercial
	F-1 Commercial
	G-1 Business
	G-2 Wholesale
	H Light Industrial
	I Heavy Industrial
	J Parking
	ROW Right of Way



**MINUTES OF REGULAR MEETING
BOARD OF ZONING APPEALS
THURSDAY, SEPTEMBER, 2020, 6:30 P.M.**

The meeting was conducted as an online teleconference in compliance with
State of Michigan Executive Order No. 2020-154, to allow for the continued operation of the City
while complying with Executive Order No. 2020-160.

I. ROLL CALL

The meeting was called to order by Marcie Alling at 6:30 p.m. Roll call was taken.

Present: M. Alling, J. Hovey, J. Leaming, M. Rice, K. Berryman, Chris Iannuzzi, R. Fryling & E. Jefferson

Absent: M. Solak

Staff: S. Stachowiak & A. Fedewa

A quorum of at least five members was present, allowing voting action to be taken at the meeting.

II APPROVAL OF AGENDA

It was moved by Mr. Rice, seconded by Mr. Hovey to approve the agenda as presented. On a voice vote, the motion carried 8-0.

III. PUBLIC COMMENT

IV. PUBLIC HEARING/ACTION

A. BZA-4061.20, Variance to the height limitation for a front yard fence at 4001 Sheffield Boulevard

Ms. Stachowiak said that this is a request by Aaron Mitchell for a variance to erect a 6 foot high privacy fence in the Bayview Drive front yard of the corner property at 4001 Sheffield Blvd. Section 1292.03 of the Zoning Ordinance limits the height of fences in a front yard to 3 feet. A variance of three (3) feet to the height limit for a front yard fence is therefore, being requested. Ms. Stachowiak stated that the staff recommendation is to deny the variance based on a finding that the request does comply with all the applicable criteria of Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance, as described in the staff report for this request.

Ms. Stachowiak said that there is nothing unique about the subject property that sets it apart from any other corner property that may be the subject of a request to vary the fence height limitation. The subject property is a typical size for a corner lot, is not irregularly shaped and there is no uneven topography or other physical feature that makes it unique and warrants relief from the ordinance. She said that since the uniqueness criterion cannot be satisfied in this case, approval of the requested variance would set a negative precedent for future requests of a similar nature. She also said that while the fence would not likely obstruct visibility for motorists in the area,

its appearance will be contrary to the intent of the ordinance which is to preserve open vistas along roadways.

Ms. Alling opened the public hearing.

Seeing no one wishing to speak, Ms. Alling closed the public hearing.

Mr. Berryman asked about the existing fence on the site and what would be permitted in the Bayview front yard on the subject property.

Ms. Stachowiak stated that the existing 4 foot high chain-link fence is in full compliance with the ordinance as it is at least 75% visually open. She said that fences that are less than 75% visually open cannot exceed a height of 3 feet within a front yard.

Mr. Rice stated that he is unable to support the variance as there is nothing unique about the subject property that would justify its approval. He said that there is still room on the property that could be enclosed with a privacy fence. He also said that approval of the variance, in the absence of a practical difficulty, will open up the ordinance for approval of other variances to construct a privacy fence in a front yard.

Mr. Leaming, Ms. Jefferson, Mr. Hovey and Mr. Iannuzzi agreed with Mr. Rice's assessment of the variance request.

Ms. Jefferson made a motion, seconded by Mr. Leaming to deny the request for a variance to allow a 6 foot high privacy fence to extend into the Bayview Drive front yard of the corner property at 4001 Sheffield Blvd., based on the findings of fact as detailed in the staff report. On a roll call vote, the motion carried unanimously (8-0).

B. BZA-4062.20, Variances to the setback requirements for a ground sign at 404 S. Pennsylvania Avenue

Ms. Stachowiak stated that this is a request by Metro Signs & Lighting for variances to the setback requirement for a new, 20 foot high, 93.8 square foot free-standing sign at 404 S. Pennsylvania Avenue that would have be setback 2 feet from the property line along Pennsylvania Avenue and 12 feet from the property line along E. Kalamazoo Street. Section 1442.12(h)(5)(b) of the Sign Ordinance requires a setback of 23 feet for a freestanding sign with this dimensions. Variances of 21 feet and 11 feet to the required setback are therefore, being requested. Ms. Stachowiak stated that the staff recommendation is to approve the variances based on a finding that the request complies with all the applicable criteria of Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance, as described in the staff report.

Ms. Stachowiak said that, as with the other 3 locations listed on the agenda, the layout of the property at 404 S. Pennsylvania Avenue creates a practical difficulty for the applicant that is unique in comparison to most other sites in the City with regard to the placement of a ground sign. She said that as evidenced by the aerial photograph, the only location on the site where a ground sign could be constructed where it would be visible to traffic along both streets in the grassy area at the northeast corner where the existing signs are located. Ms. Stachowiak said that the proposed sign will be located in the same location as the existing sign which is as far back on the site as possible, thus minimizing the variances necessary to the maximum extent possible. Ms. Stachowiak also said that the proposed ground signs will be of comparable size to the

existing ground signs at all 4 locations and will have a more modern and aesthetically pleasing appearance which will be an improvement to the area in which it is located.

Ms. Stachowiak said that all 4 of the sign variance requests that are on the agenda are to permit new ground signs on the Quality Dairy sites in the City of Lansing that include gas stations. She said that QD is branding its gasoline service to Mobile Exxon and is in need of new signs for that purpose. Ms. Stachowiak said with the exception of the specific setback dimensions, all 4 cases are the same in terms of the size of the new signs, the reasons for why the variances are necessary and the reasons why they are being recommended for approval by staff. Ms. Stachowiak said that in all 4 cases, the layout of the properties prevents the construction of new signs that would be of a reasonable size for a gasoline station in compliance with setback requirements, as evidenced by the aerial photographs provided in the meeting packet.

Ms. Stachowiak said that with regard to the Dunckel Road, Waverly Road and S. ML King locations, the variances will actually result in reducing the number of ground signs that could be erected on those sites. She said that since those 3 sites are located at the corner of 2 major and a minor thoroughfares, 2 ground signs are permitted as long as only one sign is oriented towards each thoroughfare. In lieu of constructing two ground signs, the applicant is seeking variances to permit one ground sign at those locations that would be visible to traffic along both streets that they have frontage along. Ms. Stachowiak said that the proposed signs resulting from approval of the variances will therefore, be consistent with the primary intent of the Sign Ordinance which is to minimize visual clutter that can be caused by too much signage.

Ms. Alling opened the public hearing.

Paul Deters, Metro Signs and Lighting, spoke in support of the variances. Mr. Deters said that the signs will be a tremendous improvement to the 4 sites. He also said that the intent was to use the existing sign foundations but understands the City's position with regard to moving the signs a little further in on the sites at the Dunckel and Waverly locations to preserve the integrity of the ordinance.

Jesse Martin, Quality Dairy Co., spoke in support of the variances. He said that QD is rebranding its gasoline service which has provided the opportunity to improve the signs at the 4 locations listed on the agenda. Mr. Martin said that QD is working with the City to obtain grants for façade improvements at 3 locations and the new signs will further enhance the appearance of those sites.

Seeing no one wishing to speak, Ms. Alling closed the public hearing.

Mr. Leaming expressed his support for the variances.

Mr. Rice stated that is clear that there is definite practical difficulty with respect to the placement of ground signs at the 4 locations. He said that the sites are small and the layouts simply do not allow for compliance with the setback requirements.

Mr. Hovey expressed his support for the variances.

Mr. Hovey made a motion, seconded by Mr. Leaming to approve BZA 4062.20 for variances to replace the existing ground sign on the property at 404 S. Pennsylvania Avenue with a new, 20 foot high, 93.8 square foot ground sign that would have setbacks of 2 feet from the property line along S. Pennsylvania

Avenue and 12 feet from the property line along E. Kalamazoo Street, based on a finding that the requested variances comply with the applicable criteria listed in Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance. On a voice vote, the motion carried unanimously (8-0).

C. BZA-4063.20, Variances to the setback requirements for a ground sign at 5100 S. Waverly Road

Ms. Stachowiak stated that this is a request by Metro Signs & Lighting for variances to the setback requirement to permit a new, 20 foot high, 93.8 square foot free-standing sign at 5100 S. Waverly Road that would have a setback of 2 feet from the property line along S. Waverly Road and 5 feet from the property line along W. Jolly Road. Section 1442.12(h)(5)(b) of the Sign Ordinance requires a setback of 23 feet for a freestanding sign with this dimensions. Variances of 21 feet and 18 feet to the required setbacks are therefore, being requested. Ms. Stachowiak said that since there is room to move the sign further back on the property, the staff recommendation is for variances of 14 feet to the setback requirement along S. Waverly Road and 11 feet to the setback requirement along W. Jolly Road.

Mr. Iannuzzi made a motion, seconded by Mr. Rice to approve BZA 4063.20 for variances to replace the existing ground sign on the property at 5100 S. Waverly Road with a new, 20 foot high, 93.8 square foot ground sign that would have setbacks of 9 feet from the property line along S. Waverly Road and 12 feet from the property line along W. Jolly Road, based on a finding that the variances comply with the applicable criteria listed in Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance. On a voice vote, the motion carried unanimously (8-0).

D. BZA-4064.20, Variances to the setback requirements for a ground sign at 5000 Dunckel Road

Ms. Stachowiak stated that this is a request by Metro Signs & Lighting for variances to the setback requirement for a new, 20 foot high, 96.5 square foot free-standing sign at 5100 S. Waverly Road that would have a setback of 2 feet from the property line along S. Waverly Road and 5 feet from the property line along W. Jolly Road. Section 1442.12(h)(5)(b) of the Sign Ordinance requires a setback of 23 feet for a freestanding sign with this dimensions. Variances of 21 feet and 18 feet to the required setbacks are therefore, being requested. Ms. Stachowiak stated that since there is room to move the sign further back on the property, the staff recommendation is for variances of 11 feet to the setback requirement along Dunckel Road and 8 feet to the setback requirement along W. Jolly Road.

Mr. Hovey made a motion, seconded by Ms. Jefferson to approve BZA 4064.20 for variances to replace the existing ground sign on the property at 5000 Dunckel Road with a new, 20 foot high, 96.5 square foot ground sign that would have setbacks of 12 feet from the property line along Dunckel Road and 15 feet from the property line along E. Jolly Road, based on a finding that the variances comply with the applicable criteria listed in Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance. On a voice vote, the motion carried unanimously (8-0).

E. BZA-4065.20, Variances to the setback requirements for a ground sign at 6099 S. ML King Jr. Blvd.

Ms. Stachowiak stated that this is a request by Metro Signs & Lighting for variances to

the setback requirement for a new, 20 foot high, 93.8 square foot free-standing sign at 6099 S. M.L. King that would have a setback of 8 feet from the property line along S. ML King and 22 feet from the property line along W. Miller Road. Section 1442.12(h)(5)(b) of the Sign Ordinance requires a setback of 23 feet for a freestanding sign with this dimensions. Variances of 15 feet and 1 foot to the required setback are therefore, being requested. Ms. Stachowiak stated that staff is recommending approval of the variances, as requested.

Mr. Rice made a motion, seconded by Mr. Leaming to approve BZA 4065.20 for variances to replace the existing ground sign on the property at 6099 S. ML King Jr. Blvd. with a new, 20 foot high, 93.8 square foot ground sign that would have setbacks of 8 feet from the property line along S. M L King and 22 feet from the property line along W. Miller Road, based on a finding that the requested variances comply with the applicable criteria listed in Sections 1244.06 (c) and 1244.06 (e) of the Zoning Ordinance. On a voice vote, the motion carried unanimously (8-0).

V. OLD BUSINESS - None

VI. NEW BUSINESS

A. Excused Absence

Mr. Rice made a motion, seconded by Mr. Hovey to approve an excused absence for Matt Solak. On a voice vote, the motion carried unanimously (8-0).

VII. APPROVAL OF MINUTES

A. Regular Meeting, July 22 2020

Mr. Rice made a motion, seconded by Mr. Hovey to approve the minutes from the special meeting held on July 22, 2020, with the following correction:

page 4, paragraph 11, line 6 – delete “unanimously” and change the vote from (8-1) to (7-1).

On a voice vote, the motion carried unanimously (8-0).

VIII. PUBLIC COMMENT

IX. ADJOURNMENT AT 7:02 p.m.

Respectfully Submitted,

Susan Stachowiak, Zoning Administrator