

NORTHFIELD TOWNSHIP ZONING BOARD OF APPEALS Minutes of Regular Meeting January 19, 2021

1. CALL TO ORDER

The meeting was called to order by Planning Consultant Vidya Krishnan at 7:00 P.M. at via tele-conference.

2. ROLL CALL AND DETERMINATION OF QUORUM

Greg Kolecki	Present (Arrived at 7:17 P.M.)
Nate Muchow	Present
Adam Olney	Present
Rachel Smith	Present
Alternate: James Balsillie	Presence not required

Also present:
Recording Secretary Lisa Lemble
Building/Planning/Zoning Coordinator Mary Bird
Planning Consultant Vidya Krishnan
Members of the public

3. ADOPT AGENDA

- ▶ **Motion:** Muchow moved, Olney supported, that the agenda be adopted as presented.
Motion carried 3—0 on a voice vote.

4. CORRESPONDENCE

None.

5. PUBLIC HEARINGS

None.

6. OLD BUSINESS

None.

7. NEW BUSINESS

7A. Introduction of New Members.

Olney, Smith, and Muchow each introduced themselves as new members of the ZBA. Muchow, recently elected to the Township Board, said he has lived in the Township for 10 years and has an extensive commercial construction and manufacturing background. Olney said he has also lived in the Township for 10 years and is a teacher in Southfield and has volunteered to be of service to the community. He noted his appointment is for the 2021 only to fill the term of Scott Gustafson who has been appointed to the Planning Commission.

Rachel Smith said she has lived in the Township for seven years and is a civil structural engineer. Vidya Krishnan described her experience and advised the ZBA of its duties, noting that its decisions should be based on findings of facts listed in the zoning ordinance as the ZBA is a quasi-judicial authority and its decisions cannot be overruled by any other body, including the Township Board.

7B. Election of Officers.

In answer to a question, Krishnan confirmed the Planning Commission will be appointing one of their members to serve on the ZBA.

- ▶ **Nomination:** Olney moved, Muchow seconded, that Smith serve as Chair of the ZBA. Smith accepted.
- ▶ **Nomination:** Muchow moved, Smith seconded, that Olney serve as Vice-Chair of the ZBA. Olney accepted.
- ▶ **Nomination:** Olney moved, Muchow seconded, that Kolecki serve as Secretary of the ZBA.

The slate was elected by unanimous consent.

7C. Adopt 2021 Calendar.

- ▶ **Motion:** Muchow moved, Olney seconded, to adopt the 2021 Zoning Board of Appeals meeting calendar as presented.
Motion carried 3—0 on a voice vote.

[Kolecki reported that he had been having technical difficulties with signing in, but he had been able to observe the entire meeting].

7D. Zoning Administrator Quarterly Report; 10/1/2020 - 12/31/2020.

Krishnan described the services she provides to the ZBA and the Township, and she reviewed her written report.

8. MINUTES

- ▶ **Motion:** Kolecki moved, Olney seconded, that the minutes of the October 19, 2020, regular meeting be approved as presented.
Motion carried 4—0 on a voice vote.

**Northfield Township Zoning Board of Appeals
Minutes of Regular Meeting
Held via tele-conference
January 19, 2021**

9. CALL TO THE PUBLIC

None present.

10. ZBA MEMBER COMMENTS

In answer to questions, Krishnan said she always encourages ZBA members to visit the sites of variance requests in advance of the meeting and it is permissible to speak with the applicants about their request. She cautioned, however, that ZBA members should not hold individual conversations about variance requests with others, such as neighbors. She said, if approached, ZBA members should invite anyone who wishes to comments on a case to write to the ZBA and/or speak at the public hearing.

Krishnan also outlined reasons for a ZBA member to declare a conflict and recuse themselves from voting.

Muchow said the Michigan Townships Association (MTA) offers excellent classes regarding the role of ZBA

members and noted the Township will pay for these. Mary Bird recalled that the Township's planning consultants have provided training sessions for new ZBA and Planning Commission members in the past. Krishnan said that could be done again if desired and she will let ZBA members know if that is arranged following tomorrow's Planning Commission meeting.

11. ANNOUNCEMENT OF NEXT MEETING

Tuesday, February 16, 2021, at 7:00 PM at the Public Safety Building or via-teleconference was announced as the date and time of the next regular meeting of the Zoning Board of Appeals which is delayed one day due to the February 15th Presidents Day holiday.

12. ADJOURNMENT

The meeting was adjourned by unanimous consent of the members at 7:34 P.M.

Prepared by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;
Wording added is underlined.

Adopted on _____, 2021.

Rachel Smith, Chair

Greg Kolecki, Secretary

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/zoning_board_of_appeals/