

**Keweenaw County
Zoning Board of Appeals
Training Session Minutes
February 13, 2008
Keweenaw County Court House**

Meeting called to order at 4:00 P.M. by Chairman, Jim Vivian.

Members Present: Jim Vivian-Janet Shea-Richard Powers-Frank Kastelic
Excused: Pauline Johnson
Others Present: Joan Nelson, Zoning Administrator
Darleen Huovinen-Alternate

Minutes of the October 24, 2007 ZBA Meeting were presented.

Moved by Shea, supported by Powers, to approve and file the minutes.
Motion passed without objection.

NEW BUSINESS:

Nomination of ZBA Chairman:

Moved by Kastelic, supported by Powers to appoint Jim Vivian to serve as ZBA Chairman for 2008.

Roll Call:
Yes: Powers-Kastelic-Huovinen
No: Shea
Abstained: Vivian

Motion passed.

Appointment of ZBA Recording Secretary For ZBA:

Motion, Shea, supported by Kastelic, to appoint Darleen Huovinen as recording secretary for the Keweenaw County ZBA for 2008.
Motion passed without objection.

Discussion regarding the length and content of ZBA Public Hearing Minutes concluded with the board favoring detailed transcript-like minutes to insure the intent and deliberations of the ZBA in reaching a decision on a variance request are captured.

Zoning Administrator Informational Hand-Outs:

Chair recommended ZBA to read and review. **March, 2008, agenda item.**

ZBA By-Laws:

Huovinen: Research if ZBA By-Laws are required. **March, 2008, agenda item.**

ZBA Training Sessions:

Nelson: To insure compliance with Zoning Ordinances, professional training sessions are a priority for the ZBA. Huovinen: Research training options. **March, 2008, agenda item.**

Kastelic: In addition to off-site training, recommended the ZBA review zoning ordinances chapter by chapter to insure the *intent* of the ordinances are being applied.

Shea, as Planning Commission Representative to the ZBA, recommend review of the following sections: General Provisions-Special Case Uses-Conditional Uses- ZBA Responsibilities & Duties. **March, 2008, agenda item.**

Zoning Ordinances Changes dated 10-26-2007:

Nelson: ZBA requested to make changes in their Zoning Ordinance book.

Grant Township Issues/Zoning Ordinance Language:

Powers: Parking requirements in Zoning Ordinance are inappropriate for Copper Harbor. Need adjustment to existing road right-of-way requirements.

Shea: Review parking requirements in RS-1 and RS-2 in Copper Harbor.

March, 2008, agenda item.

Powers: Opposed to the terminology used in §7.4 specifically the words “recommended” and “strongly encouraged” as related to the construction of metal buildings/pole buildings. Would like to pursue having §7.4 amended to make the ordinance specific and enforceable. Kastelic concurred.

SECTION 7.4 RECOMMENDED BUILDING MATERIALS

New buildings are strongly encouraged to mimic designs and materials indigenous to the area and long recognized as part of the “north woods” character of Keweenaw County. Except for buildings in industrial districts, extensive exterior areas of glass, metal or concrete are strongly discouraged.

Powers: Zoning Ordinance is silent regarding pools. Property located at 783 Gratiot Street in Copper Harbor has a pool, approximately twenty feet square with one foot of water in it. Pool is not fenced. Powers: Contact Grant Township officials to inquire if township ordinances/building codes regulate pools and pool enclosures. Report back to ZBA. **March, 2008, agenda item.**

ZBA Policies and Procedures:

Huovinen reviewed. Present to ZBA for review. **March, 2008, agenda item.**

Zoning Administrator Report-Joan Nelson:

1. Web Site/Keweenaw County: Requested input on the creation and development. Information and forms from county offices are essential to assist residents in acquiring information on line.
2. Ordinance Violations Update: McCracken/Fagotti: Gratiot Lake: No response to citation. Letter sent with a compliance dead line of June, 2008.

Public Comments: None

Appointment of ZBA Vice Chairman:

Motion, Vivian, support, Shea, to appoint Frank Kalestic as Vice Chairman of the Keweenaw County Zoning Board of Appeals.

Motion passed without objection.

Adjournment: Motion, Kastelic, support Shea, to adjourn.
Motion passed without objection.

Respectfully submitted: (Minutes with official signatures filed with the Zoning Department)

Darleen M. Huovinen
ZBA Recording Secretary

Corrections/Additions:

Minutes Approved/Date: _____

Joan Nelson
Keweenaw County. Zoning Administrator

Enclosure to ZBA members attached

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Enclosure To February 13, 2008 ZBA Minutes

To: ZBA
From: Dar
Date: Oct 1508
Reference: Action Items & Carry-Over Agenda Items

What do you think of tracking issues that were tabled or not resolved to insure those issues aren't lost in space and time as the ZBA proceeds with training sessions?

Sample format as follows:

March, 2008 Agenda/Action Items
Carry Over: February 13, 2008 ZBA Training Session
Old Business

<u>Carry-Over Agenda Item</u>	<u>Action</u>	<u>Person</u>
Zoning Administrator Handouts Presented 2-13-08	Review	Nelson/ZBA
ZBA By-Laws: Required/Needed	Discussion	Huovinen
ZBA Professional Training Update	Discussion	Nelson
Review Ordinance Sections <ul style="list-style-type: none"> • General Provisions • Special Case Uses • Conditional Uses • ZBA Duties & Responsibilities 	Discussion-Training	ZBA
Grant Township Parking Issues Pool Regulations	Update/Discussion Update/Discussion	Shea/Powers Powers
ZBA Policies/Procedures	Review/Revise	Huovinen/ZBA