WJPC
WEXFORD JOINT
PLANNING COMMISSION

Wexford Joint Planning Commission
c/o Cherry Grove Township
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Cadillac, Michigan 49601

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DRAFT Zoning Board of Appeals Meeting Minutes

Time & Date: 6pm, Wednesday, June 25, 2025
Meeting location: Wexford County Road Commission Meeting Room, 85 West Highway M-115, Boon, Michigan. Coordinates: 44° 19' 32.5" N, 85° 34' 53.4" W (44.325685, -85.581500)

A. **Call to Order, Roll Call of panel to hear case, Pledge of Allegiance**

Present: Bill Swank, (Antioch)
Richard Harvey, (Boon)
Beverly Monroe (Liberty)
Judy Kowalski (Springville)

Absent: Lynn Nixon (Cherry Grove)*

Others Present: Robert Hall, Zoning Administrator
Heather O'Connor, Recording Secretary via phone

B. **Approval of Minutes for May 28, 2025** – Motion to approve Meeting Minutes as presented made by Richard Harvey supported by Beverly Monroe and passed via voice vote. See (Proposed Minutes).

C. **Set / Amend Agenda -** A motion to approve the Agenda as presented made by Judy Kowalski supported by Richard Harvey and adopted as presented via voice vote.

D. **Public Comment** – Zero (0) members of the public was present. No comment offered

E. **New Business**

1. Legal Memo Review – "This matter having been brought before Wexford Joint Zoning Board of Appeals (ZBA) pursuant to the above Stipulation Regarding Variance, and the ZBA having considered the application for variance dated April 29, 2025, and having received and considered the advice of legal counsel, and finding that the above Stipulation Regarding Variance, under the facts of this matter, will protect the public health, safety, and welfare, and will not otherwise be harmful to the neighborhood or adjoining parcels, and being otherwise informed in the premises, NOW THEREFORE, BE IT RESOLVED that the Stipulation Regarding Variance, as stated above, is hereby approved and a variance on the terms and conditions stated above is hereby granted to Appellant with respect to Parcel 2110-MPK-163"

   Motion to accept into record the Mika Meyers Legal Memorandum and stipulations stated therein dated May 28, 2025 regarding the Larry Lee Aho appeal of zoning determination and enter into record and approve the same as presented above, made by Richard Harvey, supported by Beverly Monroe and passed via roll call vote.

   Swank – YES // Harvey – YES // Monroe – YES // Kowalski – YES

Motion to recommend the WJPC & Staff amend Zoning Ordinance to prevent future occurrence based upon recommended actions of the above noted Legal Memo made by Judy Kowalski, supported by Richard Harvey and passed via roll call vote.

Swank – YES // Harvey – YES // Monroe – YES // Kowalski – YES

2. Restrictive Covenant – see above

F. **Matters pertaining to citizens present at the meeting**, in the following order: NONE

G. **Unfinished Business and Reports**

1. Findings of Fact – Training – the importance of memorializing ZBA findings with detail as pertains to ordinances with details of facts
2. ZBA Membership – Beverly Monroe resumes ZBA seat (see below)

UPDATE: It has been confirmed that when the legislative body (Township Board) fails to appoint a member at the expiration of their term, then that the member may hold over until such time as a successor is appointed.[1] Staff will advise Beverly Monroe of Liberty Township that she may return to the table with the Wexford Joint Zoning Board of Appeals.

[1] AG Opinion | 2007 | #7201

H. **Public Comment** – None offered

I. **Report / Comments from each member of the ZBA** regarding their respective participating municipality – None offered

J. **Adjournment** – Motion made by Richard Harvey, seconded and the meeting was adjourned at 7:02pm

Prepared by Heather A. O'Connor, Recording Secretary, for Secretary

Respectfully submitted:

Judy M. Kowalski

Judy Kowalski - Secretary, Elected

*Notice of Absence provided