

VEVAY TOWNSHIP  
ZONING BOARD OF APPEALS  
Regular Meeting  
Thursday, February 5, 2015  
Vevay Township Hall – 7:00 p.m.

---

MINUTES

**Members Present:** Chair Jack Cady, Vice-Chair Robert Schnabelrauch, Secretary Hannah Watson, Roger Wood and Mike Gould

**Members Absent:** None

**Staff Present:** Supervisor Gary Howe

**Others Present:** None

Chair Jack Cady called the meeting to order at 7:00 p.m. and led those present in the Pledge of Allegiance.

**Approval of Agenda:**

No changes to the agenda.

**Review minutes of last regular meeting:**

**MOTION by Bob Schnabelrauch, supported by Mike Gould, to approve the April 7, 2014, regular session minutes as written.**

**Vote: Ayes: 5  
Nays: 0**

**MOTION CARRIED.**

**Public Comment (on matters not on the agenda):**

Gary Howe introduced the topics he had raised in the letter and items attached to the Agenda. The full discussion is under items 2 and 3 in the Pending Business Section below.

**Pending Business:**

***1. Election of Officers for 2015:***

Jack Cady began the discussion by stating that he would prefer not to continue as Chair of the ZBA, but would do so if drafted. He suggested that the Board could table the election of officers if it felt it needed more time to consider the matter. Mike Gould stated that, while he was not campaigning for the job, he was willing to serve in that capacity and relieve Jack Cady of those additional responsibilities.

All Board members expressed their appreciation, respect and gratitude for Jack Cady in taking over as Chair last year during a time of transition and stress. No one would have

requested a change, but all recognized that Jack had served in many capacities on the ZBA and Planning Commission for years and understood his desire to lighten his load. Thus, the Board proceeded with the election of officers.

**MOTION by Hannah Watson, supported by Roger Wood, to elect Mike Gould as Chair of the ZBA.**

**Vote: Ayes: 5  
Nays: 0**

**MOTION CARRIED.**

Mike Gould will begin his term as Chair at the next meeting.

**MOTION by Bob Schnabelrauch, supported by Jack Cady, to elect Roger Wood as Vice-Chair of the ZBA.**

**Vote: Ayes: 5  
Nays: 0**

**MOTION CARRIED.**

**MOTION by Bob Schnabelrauch, supported by Roger Wood, to retain Hannah Watson as Secretary of the ZBA.**

**Vote: Ayes: 5  
Nays: 0**

**MOTION CARRIED.**

**2. *Meeting Dates Scheduled for 2015:***

The Board discussed the need to set regular ZBA meeting dates for 2015. If a scheduled meeting is not needed, it could be cancelled. Similarly, if a need arose for an additional meeting, one could be scheduled as provided in the ordinance.

**MOTION by Hannah Watson, supported by Mike Gould, for the ZBA to meet at 7:00 p.m. at the Township Hall on the first Monday of every other month, except when there is a conflict, and thus set the meetings schedule as follows:**

**April 6, 2015  
June 15, 2015  
August 3, 2015  
October 5, 2015  
December 7, 2015.**

**Vote: Ayes: 5  
Nays: 0**

**MOTION CARRIED.**

**3. Discussion of Upcoming Legal Counsel Training:**

Several months ago, Gary Howe suggested that the ZBA would benefit from training by legal counsel for the township, likely David Revore. A session conducted for training purposes only, with no business conducted, would not be considered a public meeting and thus not subject to the requirements of the Open Meetings Act.

The Board discussed various possible formats of training. While a multi-township session would be less expensive, the cost of exclusive training is not prohibitive and would allow the Board to ask the questions most relevant and helpful given the types of situations that do/could arise in this township. There was also discussion as to whether other officials of the township might be invited to attend, such as new planning commission members. Jack Cady noted that while there were some crossover interests, each township body had its own unique duties. Roger Wood suggested that it would be helpful to have the Zoning Administrator attend.

Suggested training topics: 1) From the ZBA Toolkit Manual, Section 5, Reviewing Petitions, with emphasis on the required factors for deciding variance appeals; 2) ZBA Toolkit, Section 3, ZBA Basics, regarding the political context of ZBA decisions; 3) ZBA Toolkit, Section 2, Zoning Essentials, regarding how various zoning elements tie together, such as the Master Plan and Zoning Ordinances; 4) Provision of checklists or other simplified/streamlined procedures for conducting ZBA business; and 5) Discussion of published "expert" opinions that certain variances should *never* be granted, such as for building height or accommodations for vehicles or recreational vehicles or outdoor storage.

**Further Public Comment:**

The Township has been working with a consultant for several months to review and update the Vevay Zoning Ordinance. Gary Howe announced that the Trustees will be acting on the final proposed amendments at their next meeting. Once the amendments are finalized, new ZBA Ordinance Manuals will be printed and made available on-line.

**Adjournment:**

There being no further business of the Board:


**MOTION by Mike Gould, supported by Jack Cady, to adjourn the meeting.**

**Vote: Ayes: 5**

**Nays: 0**

**MOTION CARRIED.**

**Adjourned at 8:10 p.m.**

  
\_\_\_\_\_  
Hannah J. Watson, Secretary