

**CHARTER TOWNSHIP OF VAN BUREN**  
**BOARD OF ZONING APPEALS**  
**Tuesday – October 8, 2019**

The Meeting was called to order at 7:00pm in the Board of Trustees room by Chairperson Grissett.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Present: Kelley, Haase, Grissett, McKenna, Martin, Larocque

Absent Excused: Senters, Stovall, Sellers

Staff: Best, Renaud, Halstead

Audience: 1

**ACCEPTANCE OF AGENDA:** Motion to accept agenda with addition of new business item #2 BZA

Start time Martin, Seconded by Kelley.

Motion Carried

**APPROVAL OF MINUTES:** Motion to approve minutes from March 12, 2019 Martin, Seconded by

McKenna. Motion Carried

**CORRESPONDENCE:** None

**PUBLIC HEARING (for non-new business items):** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- 1.) **Practical Difficulty Training** – Director Best went over with BZA members the different responsibilities of the board and its job. He went over the rules of procedure and the different duties of the elected officers. Answered questions from board members. He mentioned some specialized BZA training in the future and that he would be sending out information to the BAZ board members accordingly.
- 2.) **BZA Start Time** – The board discussed the possibility of changing the start time from 7:00pm to 6:00pm. A few members stated they would find it hard to make the earlier time due to schedules.  
**Motion to change BZA start time from 7:00pm to 6:00pm Martin. No support.**  
Motion was withdrawn.

**ANNOUNCEMENTS, COMMENTS, AND OPEN DISCUSSION:** Elizabeth Renaud, Executive Assistant to the Director of Public Services, introduced herself to the board. She will be the staff representative for the board going forward if they have any questions regarding any BZA case.

**Motion Martin, seconded by Kelley to adjourn at 7:43 p.m.**

**Motion Carried**

Respectfully submitted,

Anna Halstead, Recording Secretary