

# Town of Clear Lake – Board of Zoning Appeals Meeting Minutes – February 14, 2023

Chairman Jim McClain called meeting to order at 7:00pm.

Roll Call:

Walter (Mokey) Grabowski, 254 West Clear Lake Drive

Jim McClain, 1226 Quiet Harbor Drive

Kit Tyler, 280 Penner Drive

Robert Hawley, Zoning Administrator

Jennifer Sattison, Billing Clerk

There were 4 residents in attendance and 2 via Zoom.

J. McClain entertained a motion to approve agenda.

**Motion by:** K. Tyler

To approve agenda.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; agenda approved.

K. Tyler abstains from minutes.

August 9, 2022, minutes not approved. Spelling error/typos, adding feedback form to website and minutes and adding what the Schenkel's talked about for their variances. Will be approved at the April 11, 2023, meeting.

No applications, petitions and/or hearings.

Old Business

Zoning Administrator R. Hawley and the Board of Zoning went through and discussed the changes to the Board of Zoning Rules of Procedures 2.1 and 2.2B – Meetings.

J. McClain entertained a motion to approve changes as written to 2.1 and 2.2B.

**Motion by:** W. Grabowski

To approve changes as written to 2.1 and 2.2B.

**2<sup>nd</sup> by:** K. Tyler

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 2.1 and 2.2B approved.

Zoning Administrator R. Hawley went through and discussed the changes to the Board of Zoning Rules of Procedures 2.6 – Order of Business.

J. McClain entertained a motion to approve changes as written to 2.6.

**Motion by:** K. Tyler

To approve changes as written to 2.6

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 2.6 approved.

Zoning Administrator R. Hawley and the Board of Zoning went through and discussed the changes to the Board of Zoning Rules of Procedures 7.4 D ii and 7.4 D iv – Public Hearings

J. McClain entertained a motion to approve changes as written to 7.4 D ii and 7.4 D iv.

**Motion by:** K. Tyler

To approve changes as written to 7.4 D ii and 7.4 D iv.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 7.4 D ii and 7.4 D iv approved.

Zoning Administrator R. Hawley went through and discussed the changes to the Board of Zoning Rules of Procedures 8.1, 8.1 A and 8.1 B – Notice of Hearing.

J. McClain entertained a motion to approve changes as written to 8.1, 8.1 A and 8.1 B.

**Motion by:** W. Grabowski

To approve changes as written to 8.1, 8.1 A and 8.1 B.

**2<sup>nd</sup> by:** K. Tyler

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 8.1, 8.1 A and 8.1 B approved.

Zoning Administrator R. Hawley went through and discussed the changes to the Board of Zoning Rules of Procedures 8.3 – Posting Signs.

J. McClain entertained a motion to approve changes as written to 8.3.

**Motion by:** K. Tyler

To approve changes as written to 8.3.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 8.3 approved.

Zoning Administrator R. Hawley went through and discussed the changes to the Board of Zoning Rules of Procedures 8.4 – Cost of Notice.

J. McClain entertained a motion to approve changes as written to 8.4.

**Motion by:** K. Tyler

To approve changes as written to 8.4.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; changes as written to 8.4 approved.

Zoning Administrator R. Hawley and the Board of Zoning went through and discussed the changes to the Board of Zoning Rules of Procedures 9.4 – Final Disposition of Cases.

J. McClain entertained a motion to table changes to 9.4 until further exploration.

**Motion by:** K. Tyler

To table changes to 9.4 until further exploration.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; table changes to 9.4 until further exploration approved.

Zoning Administrator R. Hawley goes through and discusses the changes to the Board of Zoning Rules of Procedures 10.4 – Budget.

J. McClain entertained a motion to table changes to 10.4.

**Motion by:** K. Tyler

To table changes to 10.4.

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Vote was unanimous. Motion carried; table changes to 10.4 approved.

New Business – Election of Chairman, Vice Chairman, and Secretary.

J. McClain asked for nominations for Secretary.

J. McClain nominated R. Hawley

**Motion by:** K. Tyler

To elect R. Hawley for Secretary

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Motion carried; R. Hawley Secretary

Board of Zoning discussed tabling the chairman and vice chairman election until the next meeting.

J. McClain asked for nominations for Chairman.

W. Grabowski nominates J. McClain

**Motion by:** W. Grabowski

To elect J. McClain for Chairman

**2<sup>nd</sup> by:** K. Tyler

All in favor, say aye. Motion carried; J. McClain Chairman.

J. McClain asked for nominations for Vice Chairman.

J. McClain nominates K. Tyler

**Motion:** J. McClain

To elect K. Tyler for Vice Chairman

**2<sup>nd</sup> by:** W. Grabowski

All in favor, say aye. Motion carried; K. Tyler Vice Chairman.

J. McClain entertained a motion to adjourn the meeting.

**Motion by:** K. Tyler

To adjourn the meeting.

**2<sup>nd</sup> by:** W. Grabowski

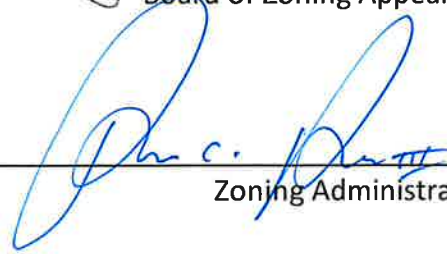
All in favor, say aye. Vote was unanimous. Motion carried; meeting adjourned.

Meeting adjourned at 7:46pm.



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Board of Zoning Appeals Chairman: Jim McClain



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Zoning Administrator: Robert Hawley