

Minutes of Burt Township Zoning Board of Appeals Meeting May, 19 2025, Burt Twp Office

Meeting opened 10:04 am

Members present – Chairperson Tom Cleary, Secretary Jeannie Kain, Victor Senk along with Burt Twp Zoning administrator Calvin McShane

Agenda was approved, no previous meeting minutes to review

Discussion of Zoning Board of Appeals and general procedures.

Applications are typically seasonal in nature. Fewer in winter months, increase in spring/summer. Calvin suggested the board put together a schedule for monthly or bi-monthly meetings and then cancel when not needed. Rather than attempt to schedule a meeting when an application is received. He's recently discussed 2 other potential applications but has not received all completed items yet from the interested residents.

The previous ZBA chair was Ed Marks. He had a long tenure. The ZBA operates with actions of approval or disapproval of the application. There are no conditional approvals or approved pending changes. But Calvin encourages the ZBA to record the decisions and include the rationale behind the decision – for the benefit of future applications and other residents. Such as what aspects of the application or scenario are conforming or non – conforming. Or how the ordinance was interpreted that the applicant is requesting variance from, and why the decision was made.

Brief discussion of current ZBA application Schmalzel. Details of the application and parcel were discussed.

Meeting then transitioned to physical site visit of Schmalzel parcel by all ZBA members together.

Meeting adjourned at 12:45 p.m.