

**CLEARWATER TOWNSHIP ZONING BOARD OF APPEALS**  
**Regular Meeting, October 8, 2018**  
Unapproved Minutes

Chair Lawicki called the meeting to order, followed by the Pledge of Allegiance

Members present: Dave Lawicki, Tina Fields, Bob Bergman, Greg Snyder and Lucy Gerlach

Public official present: Zoning Administrator Adam Parzych

No members of public present

Agenda approved

No declarations of conflicts of interests

Minutes of July 16, 2018, approved with following change to Standard B. Finding of fact: OWNER COULD BUILD A GARAGE 3 FT. NARROWER, 2 FT. CLOSER TO THE HOUSE, THUS AVOIDING THE NEED OF A VARIANCE.

Under public comment, Parzych explained a land-split issue which a township landowner has brought to the township. He asked ZBA members to comment on their views of the planning commission's granting either a re-zoning, a land use permit, or neither. If neither, the owner would most likely appeal to the ZBA. ZBA members questioned and commented, but made no recommendation.

No old business

New business was a discussion of the process followed by the township regarding the July 16 ZBA regular meeting, which included a public hearing of a variance requested by Leon Hank. Parzych acknowledged that he had no knowledge of either the variance request or the variance hearing. Lawicki stated that he was contacted by the deputy clerk regarding the variance request (and commented that he needed to become more aware of relevant procedures), and Gerlach received an email with appeal documents attached. Other members may or may not have received relevant documents. This situation prompted Gerlach to draft a memo to the township, which was discussed. Moved by Snyder, seconded by Fields and approved by unanimous vote that Gerlach fine-tune memo and re-submit to members for comment; memo will then be sent on to township clerk and deputy clerk.

Meeting adjourned.

Next meeting: January 7, 2019, joint meeting with planning commission  
ZBA officers for coming year must be elected at this meeting.

Submitted by Lucy Gerlach, ZBA Secretary