

*****TOWN OF MENASHA***
ZONING BOARD OF APPEALS
WEDNESDAY, NOVEMBER 6, 2013 at 5:30 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

CALL TO ORDER: Chairman Arden Tews called the Zoning Board of Appeals meeting of November 6, 2013 to order at 5:30 p.m.

PRESENT: Board Members: Mr. Arden Tews, Mr. Michael Dillon, Mr. James Duley, Mr. John Zaborsky and Mr. Dan Larson

Excused Members: Mr. Alvin Bellmer

Staff: George Dearborn, Community Development Director
Ria Hull, Associate Planner

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

The Board decided by consensus to vote on the minutes from June even though the item was mistakenly not listed on the agenda; the intent was to have the June minutes approved at this meeting.

A motion was made by Mr. Dillon, seconded by Mr. Zaborsky, to approve the minutes of June 5, 2013.

The motion carried – 5-0.

BUSINESS ITEMS:

Item 1 - Brief Review of New Variance Case Law

Director Dearborn said that there have been no real significant changes in regard to case law affecting the ZBA. He said that back in 2012, a ZBA was given the authority to set expiration dates for variance approvals. The most common time frame is a year; people have to start work on the project approved by the variance within a year of the approval.

Chair Tews asked if a year was always appropriate.

Director Dearborn said it depends on the project.

Mr. Zaborsky said that it should depend on the project's complexity.

There was discussion about the importance of consistency in decision-making.

Item 2 - Discussion of Member Payments

Director Dearborn discussed the Town Board resolution on ZBA member payments; he said the intent of the resolution was to allow payment for any necessary meeting in which action is taken on an application, plus one educational or election meeting per year.

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Chair Tews said that he hopes this doesn't affect membership if people are not able to get paid for all of the meetings.

Mr. Zaborsky said that \$35 really isn't that big of a deal to him, but it's just that it seems so trivial and petty for the Town Board to do that.

Mr. Dillon said that he agrees with Mr. Zaborsky in that the decision was very petty.

Chair Tews said that "necessary" meetings should include updates on case law that affect the ZBA.

Item 3 - Discussion of Meeting Schedule for Next Year

Meeting scheduling was discussed and it was decided to schedule regular monthly meetings and then cancel them as necessary. Ms. Hull or Mr. Dearborn will let Chair Tews and the ZBA know a couple of weeks ahead of time whether or not there will be a meeting.

A motion was made by Mr. Zaborsky, seconded by Mr. Dillon, to schedule monthly meetings on the 1st Wednesday of the month at 5:30 with the intent to cancel the meetings if there are no items to discuss.

The motion carried – 5-0.

ADJOURNMENT:

A motion was made by Mr. Duley, seconded by Mr. Dillon, to adjourn.

The motion carried.

6:00 p.m.

Ria Hull
Recording Secretary