

**GENOA CHARTER TOWNSHIP
ZONING BOARD OF APPEALS
December 17, 2024
6:30 P.M.
AGENDA**

Call to Order:

Pledge of Allegiance:

Introductions:

Conflict of Interest:

Approval of Agenda:

Call to the Public: *(Please Note: The Board will not begin any new business after 10:00 p.m)*

OLD BUSINESS:

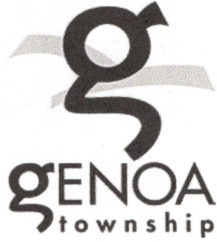
NEW BUSINESS:

1. 24-29...A request by Steven and Michelle VanPatten, 570 S. Hughes Road, for rear and side yard variances and any other variances deemed necessary by the Zoning Board of Appeals, to construct a 6-foot-tall fence.

Administrative Business:

1. Approval of minutes for the November 19th Zoning Board of Appeals meeting.
2. Correspondence
3. Member Discussion
4. Adjournment

<p>*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented. Anyone speaking on an agenda item will be limited to 2 minutes.</p>
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GENOA CHARTER TOWNSHIP VARIANCE APPLICATION
 2911 DORR ROAD | BRIGHTON, MICHIGAN 48116
 (810) 227-5225 | FAX (810) 227-3420

Case # 24-29

Meeting Date: 12-17-24 @ 6:30 - in boardroom

PAID Variance Application Fee

\$215.00 for Residential | \$300.00 for Sign Variance | \$395.00 for Commercial/Industrial

Applicant/Owner: STEVEN & MICHELLE VAN PATTEN Email: STEVEN.VANPATTEN@COMCAST-NET

Property Address: 570 S. HUGHES RD. Phone: 517-552-3878 / 313-347-3053 C

Present Zoning: LRR Tax Code: 11-03-301-038

ARTICLE 23 of the Genoa Township Zoning Ordinance describes the Variance procedure and the duties of the Zoning Board of Appeals.

Each application for Variance is considered individually by the ZBA. The ZBA is a board of limited power; it cannot change the Zoning Ordinance or grant relief when it is possible to comply with the Zoning Ordinance. It may provide relief where due to unique aspects of the property with strict application of the zoning ordinance to the land results in practical difficulties or unnecessary hardship.

The applicant is responsible for presenting the information necessary to support the relief requested. While much of the necessary information is gathered through the completed application, other information may be gathered by on-site visits, other sources, and during the ZBA meeting. ZBA members, township officials and township staff may visit the site without prior notification to property owners.

Failure to meet the submittal requirements and properly stake the property showing all proposed improvements may result in postponement or denial of this petition.

Please explain the proposed variance below:

1. Variance requested/intended property modifications: INSTALL 6' SEMI-PRIVATE (SHADOW BOX) FENCE TO PROVIDE PROTECTION OF MY BACKYARD FOR MY 3 YR OLD GRANDSON WHO LIVES HERE AND MY DAUGHTER WHO HAS DIMINISHED VISION. THERE ARE LARGE DOGS WHO ROAM LOOSE IN THE AREA, AND ONE IS A PITBULL.

Please note that the packet and staff report for your scheduled Zoning Board of Appeals meeting will be available to review at <https://www.genoa.org/government/boards/zoningboard> five days prior to the meeting.

The following is per Article 23.05.03 of the Genoa Township Ordinance:

Criteria Applicable to Dimensional Variances. No variance in the provisions or requirements of the Ordinance shall be authorized by the Board of Appeals unless it is found from the evidence that all of the following conditions exist:

Under each please indicate how the proposed project meets each criteria.

Practical Difficulty/Substantial Justice. Compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would unreasonably prevent the use of the property. Granting of a requested variance or appeal would do substantial justice to the applicant as well as to other property owners in the district and is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and vicinity of the subject parcel.

A 6' HEIGHT IS NEEDED TO PROVIDE A SECURE AREA FOR MY 3 YR OLD GRANDSON TO PLAY IN THE BACKYARD. THE NEIGHBORHOOD HAS A PITBULL THAT RUNS LOOSE AND FREQUENTLY ENTERS MY BACKYARD.

Extraordinary Circumstances. There are exceptional or extraordinary circumstances or conditions applicable to the property or the intended use which are different than other properties in the same zoning district or the variance would make the property consistent with the majority of other properties in the vicinity. The need for the variance was not self-created by the applicant.

THERE ARE SEVERAL PROPERTIES THAT HAVE 6' PRIVACY FENCES THAT ARE TOUCHING A ROAD. THERE ARE HOUSES IN THE NEIGHBORHOOD THAT HAVE VARIANCES THAT ARE TOUCHING ~~THE~~ BLACK OAKS TRAIL.

Public Safety and Welfare. The granting of the variance will not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets, or increase the danger of fire or endanger the public safety, comfort, morals or welfare of the inhabitants of the Township of Genoa.

THIS VARIANCE WILL NOT AFFECT ANY ADJACENT PROPERTIES IN A NEGATIVE WAY, NOR WILL IT CAUSE ANY CONGESTION OF THE ROAD KNOWN AS HILLTOP DR.

Impact on Surrounding Neighborhood. The variance will not interfere with or discourage the appropriate development, continued use, or value of adjacent properties and the surrounding neighborhood.

THIS VARIANCE WILL NOT INTERFERE WITH OR DISCOURAGE ANY DEVELOPMENT, CONTINUED USE OR VALUE OF ADJACENT PROPERTIES OR THE NEIGHBORHOOD

Attendance by the applicant is required at the Zoning Board of Appeals meeting.

Any Variance not acted upon within 12 months from the date of approval is invalid and must receive a renewal from the Zoning Board of Appeals (ZBA).

After the decision is made regarding your Variance approval a land use permit will be required with additional site plans and construction plans.

Date: 11/18/2024 Signature: 

Parcel 1:
 Lot 40 and part of Lot 39 of "Black Oaks" a subdivision of a part of the SW 1/4 of Section 31 T2N-R5E Genoa Township, Livingston County, Mich. (L.2,pg.31) Also a part of the SW 1/4 of Section 3 T2N-R5E Genoa Township, Livingston County, Michigan, described as follows: Beginning at the West corner of said Lot 40; thence N 74° 57' 35" E 151.97 feet; thence N 88° 19' 34" E 83.12 feet; thence S 01° 21' 43" E 50.13 feet; thence S 59° 11' 25" W 156.60 feet to the Northeasterly right-of-way line of Hilltop Drive; thence N 47° 30' 00" W along said right-of-way line 130.94 feet to the Point of Beginning.

Parcel 2:
 Lot 38 and part of Lot 39 of "Black Oaks" a subdivision of a part of the SW 1/4 of Section 31 T2N-R5E Genoa Township, Livingston County, Mich. (L.2,pg.31) described as follows: Beginning at the West corner of said Lot 39; thence N 59° 11' 25" E 156.60 feet; thence N 01° 21' 43" W 15.00 feet to the Northerly line of said Lot 39; thence N 88° 19' 34" E along said line 90.86 feet to the NE corner of said Lot 38; thence S 42° 27' 22" W along the Easterly line of said Lot 38, 224.13 feet to the Northeasterly right-of-way line of Hilltop Drive; thence N 47° 30' 00" W along said right-of-way line 99.92 feet to the Point of Beginning.



Certified Land Survey # 2798

MANLEY HAVILAND
 REGISTERED PROFESSIONAL LAND SURVEYOR
 LIVINGSTON COUNTY, MICH.
 AUG 20 11 32 AM '80
 RECORDED

I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT SAID SURVEY FULLY COMPLIES WITH THE REQUIREMENTS OF PUBLIC ACT NUMBER 132-1970.

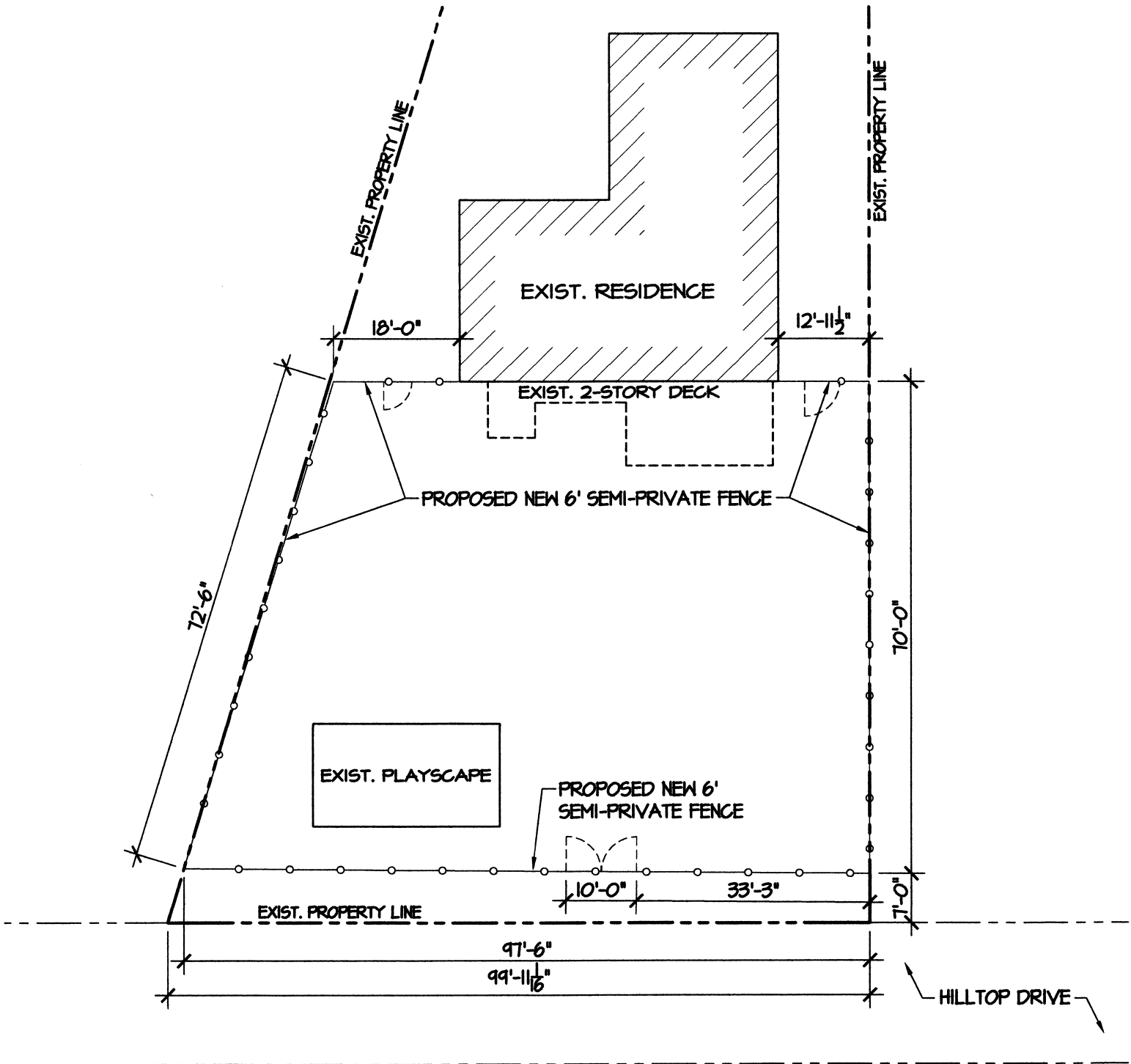
Gary R. Boss
 REGISTERED LAND SURVEYOR
 NO. 17022

CLIENT POMEROY	
CLOSURE ERROR 1/	
DESCRIPTION LOT 40, 38 & PART OF LOT 39 OF "BLACK OAKS". ALSO PART OF THE SW 1/4	
SECTION 3	T2N -R. 5E
TOWNSHIP GENOA	
LEGEND	
○	IRON SET
●	IRON FOUND
⊙	HUB OR LATHE SET
⊗	MONUMENT FOUND
#	FENCE
(R)	RECORDED
(M)	1/4 AC IRFD

BOSS ENGINEERING COMPANY	
CIVIL ENGINEERS - LAND SURVEYORS	
3121 E. GRAND RIVER, HOWELL, MICHIGAN (517) 546-4836 48843	
BOX 28 A, PORT AIR PLAZA, CHARLEVOIX, MICHIGAN (616) 547-2872 49720	
SCALE: 1" = 50'	SHEET 1 OF 1
JOB NO. 79207-A	DR BY: E
DATE: JULY 6, 1980	CHKD BY: SRM



3431



How to Prevent Your Pitbull From Jumping Fences

Ensure the Fence Is at Least 6 Feet High

Most chain-link fences average 4 feet high, which a Pitbull can easily jump. If you have a chain-link fence, consider replacing it with a more secure [6-foot-high fence](#), preferably a privacy model so your Pit cannot see other dogs on the other side.

Summary

Pitbulls have excellent jumping abilities, which makes having the correct type of fence crucial, along with behavioral training you can do at home. Remember to distract your Pittie if they charge the fence, and ensure that it's at least 6 feet high.

If you have a chain-link or another type of fence shorter than 6 feet, consider using an electric fence as an extra safety measure.

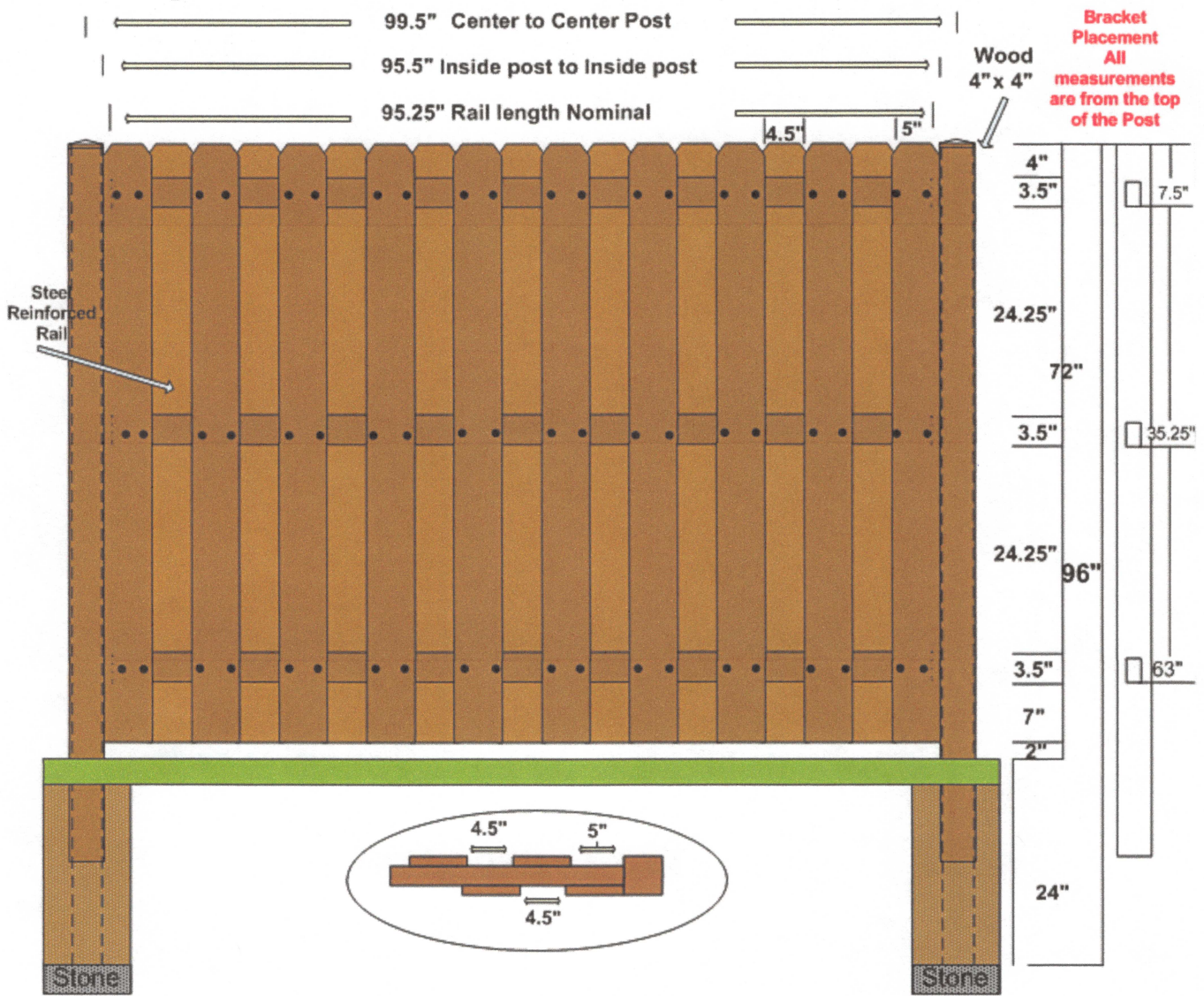
Excerpt taken from [How High Can Pitbulls Jump? Tips to Prevent Them From Scaling Fences – Dogster](#)

[https://www.dogster.com/lifestyle/how-high-can-pitbulls-](https://www.dogster.com/lifestyle/how-high-can-pitbulls-jump#:~:text=The%20average%20Pittie%20can%20jump,dog%27s%20jumping%20abilities%20into%20perspective)

[jump#:~:text=The%20average%20Pittie%20can%20jump,dog%27s%20jumping%20abilities%20into%20perspective.](https://www.dogster.com/lifestyle/how-high-can-pitbulls-jump#:~:text=The%20average%20Pittie%20can%20jump,dog%27s%20jumping%20abilities%20into%20perspective)

**Standard 6'H x 8'W Shadowbox
4" x 4" Post Sleeve & Brackets
Dog Ear or Straight-Edge Pickets
1.75" x 3.5" Rail**

**SECTION 5A2:
ASSEMBLING SHADOWBOX FENCE PANELS**



If using an optional post cap such as a New England style cap, brackets must be placed 1.5" lower than noted in the assembly drawing.

Excessive sleeve length may be pushed into the wet set concrete.

Important:

- Under no circumstance should rail span exceed greater than 30" between rails.
- Top of picket should not exceed greater than 4" from the top of the top rail.
- Bottom of picket should not exceed greater than 7" from the bottom of the bottom rail.

Inside post to inside post spacing 95.5"
 Post hole diameter: 10"
 Post height set above ground: 72"
 Top Rail: Hollow
 Middle Rail: Steel Reinforced
 Lower Rail: Hollow
 Top Rail Spacing: 4" from top of rail to the top of picket
 Bottom Rail Spacing: 7" from bottom of rail to the bottom of picket
 *Picket Spacing: Spacing provides 4.5" gaps. For first picket, use a 5" spacing on the back side



MEMORANDUM

TO: Genoa Township Zoning Board of Appeals
FROM: Carrie Aulette, Zoning Official
DATE: November 22, 2024

2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

RE: ZBA 24-29

STAFF REPORT

File Number: ZBA#24-29
Site Address: 570 S Hughes R
Parcel Number: 4711-03-301-038
Parcel Size: 0.314 Acre
Applicant: Steven & Michelle Van Patten
Property Owner: Same as applicant
Information Submitted: Application, site plan, conceptual drawings
Request: Dimensional Variance
Project Description: Applicant is requesting a fence height and allowable impervious variance to install a semi-private 6-foot shadowbox fence in the front yard.
Zoning and Existing Use: LRR (Lakeshore Resort Residential) Single Family Dwelling located on property.
Other: Public hearing was published in the Livingston County Press and Argus on Sunday December 1, 2024 and 300-foot mailings were sent to any real property within 300 feet of the property in accordance with the Michigan Zoning Enabling Act.

Background

The following is a brief summary of the background information we have on file:

- Per assessing records, the existing single-family home was built in 1981.
- The property is serviced by public sewer and a private well.
- See Record Card.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

Summary

Applicant is seeking a fence height variance and allowable impervious surface variance to install a 6-foot semi-private fence in the front yard due to the property being considered a through lot. The property shares a driveway with 2 other homes off Hughes Road and abuts to a private platted road-Hilltop Drive.

Variance Requests

The following is the section of the Zoning Ordinance that the variance is being requested from:

11.03.04 (c) Fences and Walls

- (1) Unless specifically authorized elsewhere in this Ordinance, fences and walls located within the front yard in any residential zoning district shall not exceed three (3) feet in height, or be in excess of forty-nine (49) percent (%) solid or impervious.

FRONT YARD FENCE	HEIGHT	IMPERVIOUS
REQUIRED YARD SETBACK	3'	49%
PROPOSED YARD SETBACKS	6'	75%
REQUESTED YARD VARIANCES	3'	26%

Summary of Findings of Fact- After reviewing the application and materials provided, I offer the possible findings of fact for your consideration: Please note that in order for a variance to be approved it has to meet all of the standards in 23.05.03.

- (a) **Practical Difficulty/Substantial Justice** –Strict compliance with the fence ordinance would prevent the 6-foot fence from being installed in the front yard. While this would not prevent the property from continuing to be used as a single-family home, it may significantly impact the applicant's ability to fully enjoy the outdoor space, which is an important aspect of residential living. Staff also noted that several properties within the same platted subdivision feature **non-permitted** privacy fences in their front yards. This suggests a broader, albeit informal, pattern of fence installations that may be seen as supporting the notion of substantial justice. Given that these fences already exist in the neighborhood, granting a variance for this property would likely not alter the character of the area.
- (b) **Extraordinary Circumstances** – There are no exceptional or extraordinary conditions of the property other than the property being considered a through lot due to the location on a public road and a private platted road. The need for the variance is not self-created.
- (c) **Public Safety and Welfare** – The granting of the variance will not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets, or increase the danger of fire or endanger the public safety, comfort, morals or welfare of the inhabitants of the Township of Genoa.
- (d) **Impact on Surrounding Neighborhood** – The proposed variance will not interfere with or discourage the appropriate development, continued use, or value of adjacent properties and the surrounding neighborhood.

Recommended Conditions

If the Zoning Board of Appeals grants the variance requests staff recommends the following conditions be placed on the approval.

1. The fence must not be taller than 6' tall.
2. The fence must be entirely located on the applicant's property.
3. Fences shall be installed and maintained free from defects, safety hazards and collapse, and shall be kept in good repair



Norborne

Hughes Rd

554

556

560

551

562

536

Hilltop Dr

570

S Hughes Rd

540

555

558

578

556

566

560

574

584

564

582

598

568

572

591

612

640

676

678

684

686

Nearmap

Sat Apr 6 2024

Exc. 10/24/23

2344

Registered and Returned
Oct 24-1923
J. L. Hume
DEPUTY REGISTER GENERAL

PLAT OF BLACK OAKS

GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN.
A Subdivision of A Part of S. W. 1/4 of Sec. 3 T. 2 N., R. 5 E.

Dedication

KNOW ALL MEN BY THESE PRESENTS, That we, James R. McNamara, as proprietor, and Hazel E. McNamara, his wife, have caused the land embraced in the annexed plat to be surveyed, laid out and platted, to be known as "BLACK OAKS", Genoa Township, Livingston County, Michigan, and that the paths and drives, as shown on said plat, are hereby dedicated to the use of the lot owners.

Signed and Sealed in Presence of

Walter W. Knapp

G. H. Dunning

James R. McNamara (L.S.)

Hazel E. McNamara (L.S.)

STATE OF MICHIGAN }
County of Livingston } s.s.

On this 20th day of October, 1923, before me, a Notary Public in and for said County, personally came the above named James R. McNamara and Hazel E. McNamara, his wife, known to me to be the persons who executed the above dedication and acknowledged the same to be their free act and deed.

Grant H. Dunning

Notary Public

My commission expires Jan 31st 1927

Description of Land Platted

Beginning at the N.W. corner of Lot 1, "Chemung Colony," Genoa Township, Livingston County, Mich., and 783' E. and 868' N. of the S.W. corner of Sec. 3, said Twp.; thence along the N. line of said Lot 1 as follows: N70° E 148.4; S62° 3E 29; N82° 6'E 408.5; thence N30° 20' W 428.6; W 787.1 on E & W 1/8 line of SW 1/4 of said Sec. 3; thence S 54° 12' E 165.7; S 34° 5'E 210; S 46° 42' E 251.3 to the place of beginning.

Office of Livingston County Treasurer

I hereby certify, That there are no tax liens or titles held by the State on the lands described above, and that there are no tax liens or titles held by individuals on said lands, for the five years preceding the 22nd day of Oct. 1923, and that the taxes for said period of five years are all paid, as shown by the records of this office.

Pearl M. Parker

County Treasurer

Surveyor's Certificate

I hereby certify the plat hereon delineated is a correct one, and that permanent monuments, consisting of 1/2" round iron rods, 18" long, have been planted at points marked thus: o, as thereon shown, at all angles in the boundaries of the land platted and at all intersections of, or angles in drives or paths.

Grant H. Dunning
Registered Civil Engineer

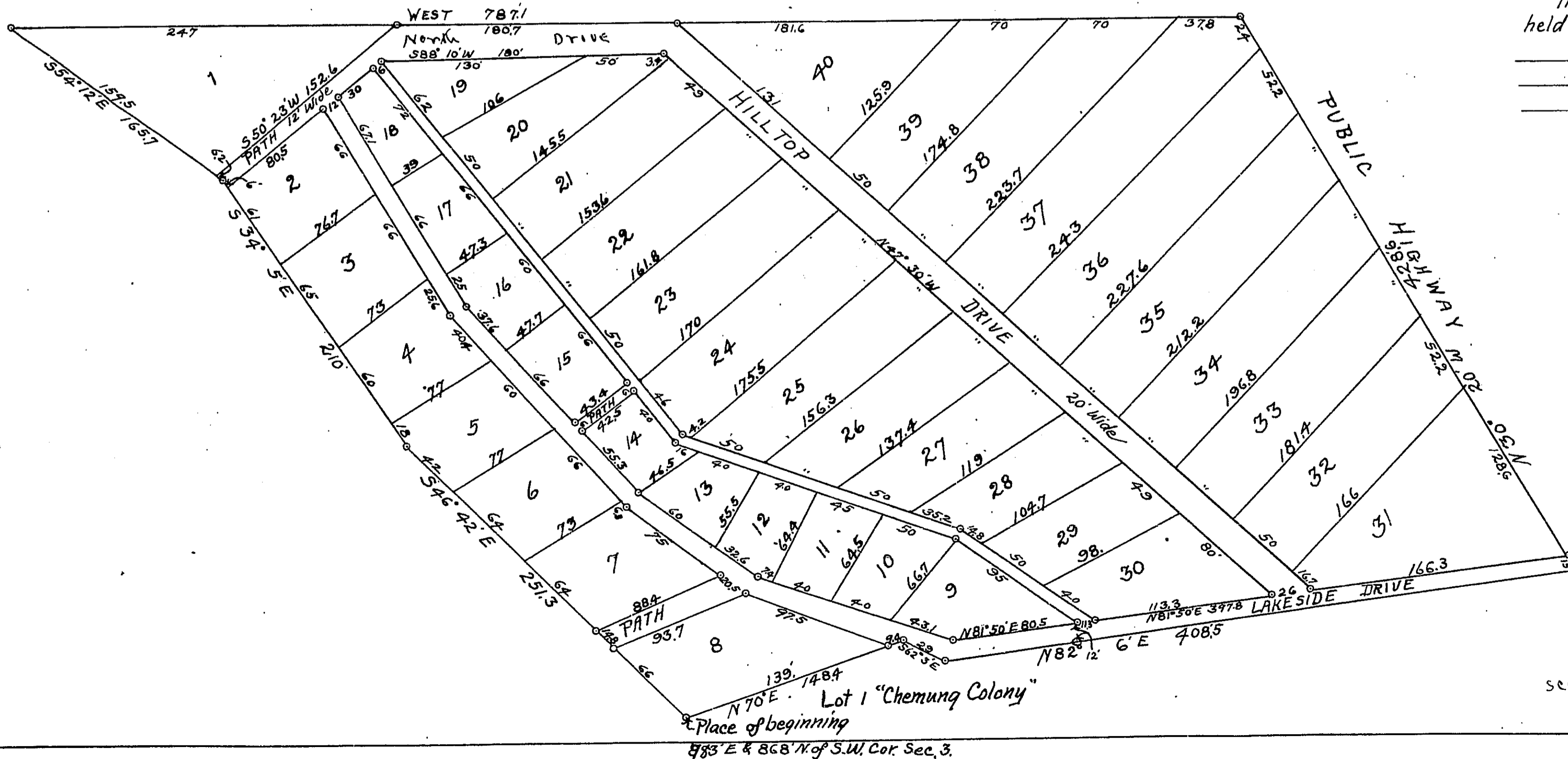
Approval

This plat was approved by the Genoa Township Board at a meeting held on the 20th day of October 1923.

Leslie Linton Township Clerk

This plat was approved at a meeting held on the 22 day of October 1923

Willis L. Lyons Judge of Probate
John A. Hagman County Clerk
Pearl M. Parker County Treasurer



Register's Office
Livingston County, Mich.
Plat of Black Oaks
was Recorded this 27th day of Oct 1923 at 10 O'Clock P.
31 E. J. Dunning
I HEREBY CERTIFY THAT THIS COPY IS A TRUE COPY OF THE MAP OR PLAT FORWARDED THE REGISTER OF DEEDS FOR RECORDING.
Oct 24 - 1923
J. L. Hume
DEPUTY REGISTER GENERAL
FILED IN AUDITOR GENERAL'S DEPT.
Oct 30 - 1923
J. L. Hume
DEPUTY AUDITOR GENERAL

scale 1" = 60'

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.				
VAN PATTEN STEVEN & MICHEL	VAN PATTEN STEVEN, MICHEL	0	10/04/2007	QC	21-NOT USED/OTHER	2007R-035278	BUYER/SELLER	0.0				
LAWSON, BRETT	VAN PATTEN STEVEN & MICHEL	205,000	06/27/2005	WD	21-NOT USED/OTHER	4854/0920	BUYER/SELLER	100.0				
HEUGHENS	LAWSON	360,000	07/15/2003	WD	21-NOT USED/OTHER	4047-0041	BUYER/SELLER	100.0				
ASSOCIATES RELOCATION MANG	HEUGHENS, MARK & KARIN	216,000	12/22/2000	WD	03-ARM'S LENGTH	28830910	BUYER/SELLER	100.0				
Property Address		Class: RESIDENTIAL-IMPROV		Zoning: LRR		Building Permit(s)		Date	Number	Status		
570 S HUGHES RD		School: HOWELL PUBLIC SCHOOLS										
		P.R.E. 100% 06/27/2005										
Owner's Name/Address		MAP #: V24-29										
VAN PATTEN STEVEN, MICHELLE 570 S HUGHES RD HOWELL MI 48843-9224		2025 Est TCV 566,815 TCV/TFA: 147.68										
		X	Improved		Vacant	Land Value Estimates for Land Table 4301.4301 LAKE CHEMUNG NON LAKE FRONT						
Tax Description		Public Improvements				* Factors *						
SEC 3 T2N R5E LOT 38 & PART OF LOT 39 OF BLACK OAKS, BEG AT W COR OF LOT 39, TH N 59*11'25"E 156.60 FT, TH N 01*21'43"W 15 FT TO NLY LINE OF LOT 39, TH N 88*19'34"E 90.86 FT TO NE COR OF LOT 38 224.13 FT TO NELY R/W LINE OF HILLTOP DR, TH N 47*30'00"W ALONG R/W 99.92 FT TO POB, PARCEL 2		Dirt Road		A NON LF		50.00	165.00	1.0000	1.0000	900	100	45,000
Comments/Influences		Gravel Road		B NONLF SURPLUS		33.00	165.00	1.0000	1.0000	630	100	20,790
		Paved Road		83 Actual Front Feet, 0.31 Total Acres		Total Est. Land Value =				65,790		
		Storm Sewer										
		Sidewalk										
		Water										
		Sewer										
		Electric										
		Gas										
		Curb										
		Street Lights										
		Standard Utilities										
		Underground Utils.										
		Topography of Site										
		Level										
		Rolling										
		Low										
		High										
		Landscaped										
		Swamp										
		Wooded										
		Pond										
		Waterfront										
		Ravine										
		Wetland										
		Flood Plain										
		X REFUSE										
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value				
Who		When	What	2025	32,900	250,500	283,400	122,994C				
LLM 06/28/2005 INSPECTED				2024	31,400	224,300	255,700	122,994C				
				2023	30,700	207,200	237,900	117,138C				
				2022	46,900	123,200	170,100	111,560C				



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*** Information herein deemed reliable but not guaranteed***

**GENOA CHARTER TOWNSHIP
ZONING BOARD OF APPEALS
November 19, 2024 - 6:30 PM**

MINUTES

Call to Order: Chairperson McCreary called the regular meeting of the Zoning Board of Appeals to order at 6:30 pm. The members and staff of the Zoning Board of Appeals were present as follows: Bill Rockwell, Craig Fons, Marianne McCreary, Jean Ledford, Michele Kreutzberg, and Carrie Aulette, Zoning Official.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Introduction: The members of the Board and staff introduced themselves.

Conflict of Interest: None

Approval of the Agenda:

Moved by Board Member Kreutzberg, supported by Board Member Ledford, to approve the agenda as presented. **The motion carried unanimously.**

Call to the Public:

The call to the public was made at 6:31 pm with no response.

Chairperson McCreary reviewed the criteria necessary for a variance to be approved.

NEW BUSINESS:

1. 24-28 A request is being made, by Jeffrey A. Adams of 5239 Wildwood for a rear (waterfront), road, and side yard setback variances and any other variances deemed necessary by the Zoning Board of Appeals, to construct an accessory structure.

Mr. Adams of 5239 Wildwood stated he would like to build a two-story garage next to his existing home. There are size constraints with his property. He would have to make the garage smaller in order to meet the setback and lot coverage requirements.

Chairperson McCreary does not feel that this is the least amount that can be requested. None of the properties to the west of the applicant's property do not have garages. She is not in favor of granting these variances. The side yard setback is too close to the neighbor, the lot is already small so she does not agree with more lot coverage, and she is not in support of having the building go closer to the lake.

Mr. Adams is willing to make concessions to the size of the building in order to get approval for a garage.

Board Member Kreutzberg questioned if the fire code requires a fire wall or larger setbacks due to cars being parked inside the garage. Ms. Aulette stated she spoke to the Livingston County Building Department and they do not have concerns with the distance between the two buildings. This is not the least necessary and four variances are excessive.

Board Member Rockwell questioned if the garage could be attached to the house so it is further from the neighbor and the lake. Mr. Adams stated it would be difficult to attach it to the house. The chimney is on that side and there are windows on that side of the house.

Board Member Fons agrees that the footprint is too large. It is not the least amount necessary. He does not recommend it be moved closer to the house if it cannot be connected. He suggested making the garage smaller and moving it closer to the road.

The call to the public was made at 6:55 pm with no response.

Mr. Adams requested to have the item tabled this evening so he can revise the plans and return.

Moved by Board Member Kreutzberg, supported by Board Member Fons, to table Case #24-28 for Jeffrey Adams of 5239 Wildwood. **The motion carried unanimously**

Administrative Business:

1. Approval of minutes for the October 22, 2024 Zoning Board of Appeals meeting.

Moved by Board Member Ledford, supported by Board Member Rockwell, to approve the minutes of the October 22, 2024 Zoning Board of Appeals meeting as presented. **The motion carried unanimously.**

2. Correspondence

Ms. Aulette stated there will be one item on next month's agenda.

Ms. Aulette stated that the drive thru coffee shop that was approved on Latson Road is now being requested to be a restaurant with a drive thru. Staff is asking if they need to come before the Zoning Board of Appeals again. The board would like to have the applicant return to them.

3. Member Discussion

Ms. Ledford read the resolution that was given to Supervisor Rogers, Clerk Skolarus, and Trustees Croft, Ledford, Dhaenens, and Diana Lowe at the meeting last night. The new members will be sworn in on Wednesday at 12 pm.

All of the board members thanked Jean for her service. She is appreciated and will be missed.

Chairperson McCreary attended a Brown Bag Lunch where they spoke about allowing livable accessory structures. She is in favor of this.

4. Adjournment

Moved by Board Member Kreutzberg, supported by Board Member Rockwell, to adjourn the meeting at 7:23 pm. **The motion carried unanimously.**

Respectfully submitted:

Patty Thomas, Recording Secretary

DRAFT