

MINUTES
BUILDING BOARD OF APPEALS
January 17, 2019 @ 2:00pm
City Commission Chambers

CALL TO ORDER

Chair Emig called the meeting to order at 2:00 p.m.

ROLL CALL OF BOARD MEMBERS

Members Present: Richard Emig, Chair, Gary Wark, Chuck Kiplinger, David Hyde

Members Absent: Emily Parfet, Lyndia Bruckbauer, Linda Servis

City Staff: Robert McNutt, Building Official; Karleen Steppenwolf, Recording Secretary; Marcia Jones; City Attorney's office

NEW BUSINESS

Mr. McNutt thanked the board members for their time.

Mr. McNutt stated that all the current members' terms have expired. The board members were supplied with a copy of their terms limits.

Mr. McNutt stated that the 2:00 meeting time is an issue for the new applicants. Mr. McNutt stated that the meeting can be later in the day. Mr. McNutt acknowledged that the 2:00 meeting time does interfere with the board members schedules.

Mr. McNutt has received two new applicants for the board. Mr. Ben Bierlien, who is present today and Andrew James Van Lente, who could not make it today.

Ben Bierlien does remodel work and owns his own company and also has a couple rental properties in Kalamazoo. Mr. McNutt stated that Mr. Bierlien pays attention to detail and takes pride in his job and does good work.

Mr. Bierlien spoke to the board about his interest in being a board member and his work experience.

Mr. Wark, seconded by Mr. Kiplinger approved to accept Mr. Bierlien's application for the Building Board of Appeals.

Motion approved by roll call unanimously.

Mr. Van Lente is a carpenter/builder and architect. Mr. Van Lente was recommended by Rebekah Kik, Community Planning & Development Director.

Mr. Wark, seconded by Mr. Kiplinger approved to accept Mr. Van Lente application for the Building Board of Appeals.

Motion approved by roll call unanimously.

Mr. McNutt asked the board to vote on the meeting day and time. Mr. McNutt stated he will try to keep the meeting down to an hour if moved to 4:00pm.

Mr. Wark, seconded by Mr. Hyde approved the meeting dates to be the 3rd Thursday of the month and to change the meeting time to 4:00pm in the City Commission Chambers.

Motion approved by roll call unanimously.

Mr. McNutt asked the board to postpone voting on a new chair and vice chair until the February meeting.

Mr. Wark, seconded by Mr. Kiplinger approved to delay the voting until February when all the board members could be present.

Motion approved by roll call unanimously.

Mr. McNutt asked Marcia Jones about the terms limits for the board members and she said she will do some checking and get back to him.

Mr. Kiplinger, seconded by Mr. Wark approved to table electing members and terms/years of service until February.

Motion approved by roll call unanimously.

APPROVAL OF PREVIOUS MINUTES

Mr. Wark, seconded by Mr. Kiplinger moved to approve the minutes of October 18, 2018 as submitted, approved by voice call vote.

APPROVAL OF AGENDA

Mr. Wark, seconded by Mr. Kiplinger moved to approve the agenda as submitted.

Motion approved by roll call unanimously.

INITIAL HEARINGS

No properties were brought to the Building Board of Appeals this month.

There are no comments from the public.

ANNOUNCEMENTS

Mr. McNutt stated that there were 18 properties brought to the board in 2018. Mr. McNutt gave a brief summary on the status of each property. Mr. McNutt also stated that none have been razed yet because Consumer Energy is behind in getting utilities shut off. Mr. McNutt stated that 2 of the properties will come down in 30 days, but the rest will wait until spring when Consumers Power can get to them.

Mr. Emig questioned if he will be required to sign off on this list and Mr. McNutt confirmed that he would.

Mr. Emig questioned if there had been more than 18 properties referred to the board and Mr. McNutt stated there had, but due to the help of Marcia Jones and the new procedures in place that some properties are taken care of before they get to the board.

Mr. McNutt did want the board to know that there will be a property coming to the board next month that will be seeking a variance on fire extinguisher placement. If the variance is granted, it will only be for that property.

ADJOURNMENT

Mr. Wark moved to adjourn the meeting and was seconded by Mr. Kiplinger.

With a unanimous vote the meeting was adjourned at 2:46pm.

Submitted by: Karleen Steppenwolf Date 3/21/19
BBA Recording Secretary
Karleen Steppenwolf

Reviewed by: R. McNutt Date 3/21/19
Building Official
Robert McNutt

Approved by: Richard Emig Date 3/21/19
BBA Chair
Richard Emig