

Village of Bellaire
Zoning Board of Appeals

Leslie Meyers, Chairperson

Board Members: Patrick Boyd, Therry Colombo, Colette Stanish and Scott Udell
ZBA Alternate, Robert Massey

ZONING BOARD OF APPEALS MEETING MINUTES

April 21, 2021

7:00 PM

I. Call to Order: The meeting was called to order at 7:01 PM.

II. Roll Call - Attendance:

Present: Patrick Boyd, Therry Colombo, Leslie Meyers
Absent: Robert Massey, Colette Stanish, and Scott Udell
Staff Present: Nicole Essad, Zoning Administrator
Public Present: None.

III. Approval of Agenda: The agenda was approved as presented.

Motion by Boyd, seconded by Colombo to approve the agenda as presented. Motion Passed by unanimous voice vote.

IV. Approval of Minutes - June 24, 2020: The minutes of the June 24, 2020 meeting were approved as presented.

Motion by Boyd, seconded by Colombo to approve the minutes of the June 24, 2020 meeting as presented. Motion Passed by unanimous voice vote.

V. Conflict of Interest: None presented.

VI. Public Comment: None presented.

VII. Old Business: None.

VIII. New Business

a. Election of Officers: Member Boyd volunteered for Vice Chair. Chairperson Meyers volunteered to be Chairperson. Member Colombo volunteered to be secretary.

Motion by Boyd, seconded by Colombo to have Meyers be Chair, Boyd be Vice Chair, and Colombo be Secretary. Motion Passed by unanimous voice vote.

b. Meeting Dates: Zoning Administrator Essad stated that the Village budgeted for a second meeting per year for the ZBA. Chairperson Meyers asked about the fee

schedule for a special meeting. She also asked about scheduling regular meetings every other month then cancelling for lack of agenda items. Zoning Administrator Essad stated that the ZBA does not have a lot before it, therefore she thought two meetings per year would be enough. She also stated that the Planning Commission is doing quarterly meetings. General discussion was held about how many meetings the ZBA should have per year.

Motion by Colombo, seconded by Boyd to adopt the regular ZBA meetings of April, 21, 2022 (Annual Meeting); October 20, 2021; January 19, 2022; and April 20, 2021 (Annual Meeting). Motion Passed by unanimous voice vote.

- c. Bylaw/Procedures Review:** Zoning Administrator Essad explained that the Bylaw review must be done every year. She pointed out that under the bylaws there is a secretary but under the zoning ordinance the Zoning Administrator acts in that role. Chairperson Meyer suggested that the membership paragraph be updated to reference the current ordinance. Chairperson Meyers suggested that this be addressed the next time the ZBA meets. General discussion was held about what should be amended in the Bylaws. It was the consensus of the ZBA to have Zoning Administrator Essad draft the changes to the Bylaws and look in to where the Members had questions.
- d. Training:** Zoning Administrator Essad asked if anyone wanted to take the online citizen planner program. Member Colombo volunteered to take the training. Further, the Members wanted training on short term rentals and variances.

- IX. Correspondence/Reports:** None presented.
- X. Member/Public Comment:** None presented.
- XI. Adjourn:** The meeting was adjourned at 7:48 PM to the call of the chair.

Minutes compiled by:
Nicole E. Essad, Zoning Administrator

Minutes are subject to approval.

Approved: _____

Date: _____