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CITY of NOVI CITY COUNCIL

Agenda Item 1
February 2, 2009

SUBJECT: Appointment of Planning Commission Member to the Zoning Board of Appeals

SUBMITTING DEPARTMENT: City Clerk *DB*

CITY MANAGER APPROVAL: *[Signature]*

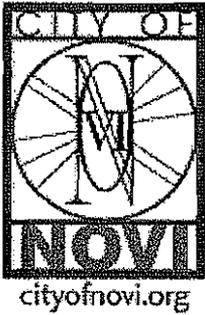
BACKGROUND INFORMATION: The City Council previously appointed a member of the Planning Commission to sit on the Zoning Board of Appeals as was required by the enactment of the Michigan Zoning Enabling Act. Although no longer required by law, the City recognizes the value of this appointment, whereby the appointed member acts as a liaison between the Planning Commission and the Zoning Board of Appeals. This affords both bodies a unique opportunity for insight and the consideration of input as they work together to further the goals and uphold the quality of development in our City. This appointment was discussed at the Planning Commission meeting January 28th and the recommendation of the Planning Commission is brought forth for consideration in the attached memo from the Deputy Community Development Director. The appointment will be to fill the unexpired portion of Mr. Burke's one-year term.

RECOMMENDED ACTION: Appointment of Planning Commission Member to the Zoning Board of Appeals

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Burke				
Council Member Crawford				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

MEMORANDUM



TO: Clay Pearson, City Manager
FROM: Barbara ^{Burke} McBeth, AICP, Community Development
SUBJECT: Planning Commission Liaison to Zoning Board of Appeals
DATE: January 29, 2009

Changes to the Zoning Enabling Act a couple of years ago required local communities to have one citizen serve in dual capacity on the Planning Commission and the Zoning Board of Appeals. The Act was subsequently modified to allow that appointment to be at the discretion of the local community. Over the last several months, Planning Commission member Brian Burke volunteered to serve in this capacity, after being recommended for the appointment by the Planning Commission and approved by the City Council. Previously, Commission member Wayne Wrobel served in this capacity, but is now already a regular member of the ZBA.

Since Mr. Burke now serves on the City Council, Planning Commission members discussed the possibility of identifying another member of the Commission to serve in that dual role for the unexpired portion of Mr. Burke's one-year appointment. At last night's meeting, Planning Commission member Victor Cassis was recommended by the Commission for this appointment.

While staff notes that serving on two boards is a big commitment for a citizen volunteer, last August members of both boards indicated that this person has provided a good "interface" between the boards and helped facilitate an understanding of issues of importance to both boards. We note that there were a couple of instances where the joint member was required to abstain from voting on issues before the ZBA that had previously been before the Planning Commission. This inherent conflict was recognized in the recent changes to the Act, which now requires abstention from voting by the member under certain circumstances. Staff will continue to monitor whether a quorum of members will be present at the ZBA meetings for issues where the joint member must abstain from voting.

If the City Council accepts the Planning Commission recommendation for Mr. Cassis to serve in this capacity, staff will insure that Mr. Cassis receives the appropriate information and packet materials to serve on the Zoning Board of Appeals.

C Pam Antil, Assistant City Manager
Steve Rumble, Community Development Director
Charles Boulard, Building Official
Deb Blashfield, Deputy City Clerk