

**ZONING BOARD OF APPEALS – SPECIAL MEETING
MINUTES OF JANUARY 14, 2015 – 7:00 P.M.**

1. The regularly scheduled meeting of the Zoning Board of Appeals was called to order at 7:00 p.m.
2. A quorum was present. Gil Snyder, Bruce Boreson, Chairman Mark Cwik, Frank Grieshamer, Kathy Mennella, Rafael Nunez, George Snarski, Lisa Manzo (Secretary), Eric Richard (Village Planner), and Zoe Heidorn (Village Planner). All members were present.
3. Member Grieshamer made a motion to accept the minutes of December 3, 2014. The motion was seconded by Member Mennella and approved to place them on file as presented.
4. New Business: None
5. Old Business: None
6. Staff Update:

Mr. Richard updated the members on the hearings scheduled to take place at the next Zoning Board of Appeals meeting, one of which is a Text Amendment regarding telecommunication tower design.

Ms. Heidorn spoke about an application being created by the Zoning and Building Departments that will acquire pertinent contact and emergency information relative to telecommunications towers within the Village. The form will include elements of an Application for Occupancy and a Building Permit Application. Ms. Heidorn said that a petition for a Text Amendment to Zoning Code was filed by Staff. The amendment relates to the stealth design of telecommunications structures and will be reviewed by the Zoning Board at the following meeting.

Mr. Richard informed the members of the current Enterprise Zoning application that was submitted on behalf of the Village. If approved as an Enterprise Zone, industrial and commercial property owners will receive incentives for building renovation and construction.

Ms. Heidorn stated that Staff is in the process of creating a guide to the new Downtown Zoning Code for businesses and property owners in the downtown area.

ZONING BOARD OF APPEALS – SPECIAL MEETING MINUTES OF JANUARY 14, 2015

The document will inform businesses of new requirements and help Staff enforce new and existing zoning regulations.

Member Grieshamer asked if the Zoning Staff are looking into the LED lighting around the windows in commercial areas. Mr. Richard replied that Staff is researching this topic.

Mr. Richard asked the members if they had objections to future zoning hearing packets being delivered electronically, if appropriate. Members were in favor of the packets being sent to them electronically as long as all legal requirements were being met. Member Mennella wished to have hers in hard copy form. Mr. Richard explained that electronic delivery would be used in the case of very light meeting agendas. He continued to explain that any member who requested hard copies of the packets would receive them.

7. Public Comment: None.

8. A motion was made by Member Grieshamer to adjourn the meeting of the Zoning Board of Appeals. It was seconded by Member Mennella. All in favor. Motion carried.

The meeting adjourned at 7:12 p.m.

Respectfully Submitted,

Lisa M. Manzo
Secretary