



## City of Hamtramck Zoning Board of Appeals Meeting

Department of Community and Economic Development

313.800.5233x332

Regularly Scheduled Meeting of Zoning Board of Appeals

November 10, 2021

6:00 P.M.

Zoom

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### Minutes

#### 1. Call to Order

The Zoning Board of Appeals meeting was called to order at 6:03 pm.

#### 2. Pledge of Allegiance

#### 3. Roll Call

Nasr Hussain (Hamtramck), Hamilton Jordan (Hamtramck), Eric Anderson (Hamtramck), Tom Habitz (Hamtramck), Malek Hussein (Hamtramck), Adam Alharbi.

Absent: Mark Hausner

Staff present: CED | DDA Manager Mara Braciszewski, CED | DDA Assistant Manager Karolynn Faulkner

#### 4. Approval of Minutes: Regular meeting, September 8, 2021.

Motion by Eric Anderson, Hamilton Jordan seconds to approve minutes.

Motion passes by unanimous voice vote.

#### 5. Public Comment (2 Minutes per Person)

#### 6. New Business

- a. Discussion of ZBA "rules of procedure" or bylaws.
- b. Discussion of educational material "Variances\_MEDC 2020."

#### Notes

Reviewed an example of ZBA bylaws from Manistee, Michigan. Staff will send additional examples of bylaws / rules of procedure before the next ZBA meeting. The ZBA will review current language in the ordinance and bring ideas of areas that lack clarity to the next meeting.

Discussion of the ZBA handbook from MML.

Staff will also send a copy of the ZBA handbook from the MML.

ZBA discussed the article on variances published by the MEDC in 2020. Staff may be able to bring in a speaker to discuss variances, state law regarding variances and the Hamtramck zoning ordinance regarding variances.

## **7. Commission Announcements**

### Notes

None

## **11. Staff Announcements**

- a. Zoning ordinance updates planned for 2022, including updates to the fence ordinance – (5 minutes) & other updates recommended by the 2020 Master Plan

### Notes

Staff may be able to do a brief overview of proposed updates to the zoning ordinance; may in the future do a joint meeting between the Plan Commission and the Zoning Board of Appeals. There was some discussion of the future land use map and the “Commercial Retail Sales and Service” definition.

## **12. Adjournment**

Motion by Chair Tom Habitz, Hamilton Jordan seconds to adjourn.  
Meeting adjourned at 6:50pm.

PLEASE NOTE: This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.71 a (2)(3) and the Americans with Disabilities Act (ADA). City of Hamtramck will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the Meeting to individuals with disabilities at the Meeting or Public Hearing upon 10 day notice to the City Clerk’s Office. Individuals with disabilities requiring auxiliary aids or services should contact the Hamtramck City Clerk by writing or calling the Clerk’s Office at (313) 800-5233 x821.