

Minutes: Russell Township Board of Zoning Appeals
Russell Fire-Rescue Station
Monday, July 6, 2015

Present: Steve Gokorsch, Chairman
Sarah Moore
William Downing
John Rybak
Dushan Boucek
Diana Steffen, Secretary

The Chairman called the meeting to order at 7:00 p.m.

MINUTES OF JUNE 1, 2015 – The board agreed to two changes to the minutes, and discussed procedure during a meeting for reviewing the "Duncan" factors used to determine if an appellant has a practical difficulty. Mr. Rybak asked to talk about the ongoing situation of the Zoning Inspector taking the minutes; the board discussed this later in the meeting.

Ms. Moore made the motion to approve the minutes as amended and to authorize the Chairman to sign the revised minutes once they are available for signature, Mr. Downing seconded and the motion passed unanimously.

FINDINGS OF FACT – VARIANCE REQUEST #478 BEE WEE TRUST – *Ms. Moore made the motion to approve the findings of fact for Variance Request #478 Bee Wee Trust, Mr. Boucek seconded and the motion passed unanimously.*

FINDINGS OF FACT – VARIANCE REQUEST #480 LEONTI – *Ms. Moore made the motion to approve the findings of fact for Variance Request #480 Melanie Leonti as presented, Mr. Downing seconded and the motion passed unanimously.*

OTHER BUSINESS – Mr. Rybak said he was concerned that the Zoning Inspector was still writing the minutes, causing her to be concentrating on taking notes instead of being able to participate fully in a hearing. The board discussed the fact that when Mrs. Steffen took on the new position it was understood that Ms. Dorka was to learn to do them, but now that she has other responsibilities she is no longer able to train to do this. Mr. Rybak suggested the board write a letter to the Board of Trustees asking for someone else to assist the board with its administrative work. Mr. Gokorsch said he would write to the Trustees on behalf of the board.

There being no other business, Mr. Downing moved to adjourn, Mr. Boucek seconded and the meeting adjourned at 7:37 p.m.

Respectfully submitted,

Diana Steffen Date
Secretary

Steve Gokorsch Date
Chairman

bza minutes 07-06-15