



**City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS**

**1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org**

Legislative File No: 2007-0881

TO: Mayor and City Council Members
FROM: Ed Anzek, Director, Planning & Development Department (248-841-2572)
DATE: December 21, 2007
SUBJECT: Zoning Board of Appeals Meeting Schedule

REQUEST:

Approve the 2008 Meeting Schedule for the Zoning Board of Appeals (per Article V, Section 1 of the By-Laws for the Zoning Board of Appeals).

BACKGROUND:

On December 12, 2007, City Council selected Mondays as the day of the week when all City Council meetings would be held. Historically, the Zoning Board of Appeals has met on the 2nd and 4th Mondays of each month, except for 4th Monday in the months of May and December. The Zoning Board of Appeals is now required to establish its regular meeting dates on a day of the week other than Monday.

In connection therewith, Article V (Meetings), Section 1 of the Zoning Board of Appeals By-Laws states in part:

“At the beginning of each year of its existence, the Secretary shall recommend to the City Council the date, time and place of the regular meetings of the Board and shall advise the Board of the date, time and place of the meetings set by the City Council.”

The Secretary of the Zoning Board of Appeals is the Planning and Development Department Staff.

As Council was previously advised by the Mayor, four of the five current Board Members had no problem moving the meetings to Wednesday nights. We have been advised the fifth Member is working to change his schedule to attend Wednesday night Zoning Board of Appeals meetings.

Therefore, the Zoning Board of Appeals establishes its regular Meeting Schedule for 2008 as the second (2nd) and fourth (4th) Wednesdays of each month, except the Zoning Board of Appeals will not meet on the fourth (4th) Wednesday in December.

RECOMMENDATION:

Accept the recommendation of the Secretary of the Zoning Board of Appeals to establish the 2008 Zoning Board of Appeals Meeting Schedule as presented (see attached Meeting Schedule).

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
City Council Liaison		