



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway  
Saugatuck, MI 49453  
Phone: 269 857-3000  
E-mail: [Office@saugatuckfire.org](mailto:Office@saugatuckfire.org)

## FIRE CODE BOARD of APPEALS MEETING

6:00pm – September 19<sup>th</sup>, 2018

### AGENDA

1. Call to Order / Roll Call:
2. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
3. Approval of Agenda (*additions / deletions*):
4. Approval of Minutes:
  - A. **September 17<sup>th</sup>, 2018**
5. Unfinished Business: **None**
6. New Business:
  - A. **Public Hearing to Consider Appeal of BUILDSB, LLC**
    - i. **Open Hearing (Chair)**
    - ii. **Presentation by the Applicant or designee.**
    - iii. **Presentation by the Fire Code Official or designee.**
    - iv. **Presentation by other parties.**
    - v. **Discussion.**
    - vi. **Close Hearing (Voice Vote)**
    - vii. **Action by Board**
7. Public Comments: (Limit 3 minutes):
8. Board of Appeal Member Comments:
9. Adjournment:

#### NOTICE

This facility is wheel chair accessible with accessible parking spaces available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck Township Fire District at 269-857-3000 for further information.



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## FIRE CODE BOARD of APPEALS MEETING

3:00pm – September 17<sup>th</sup>, 2018

### DRAFT MINUTES

1. Call to Order / Roll Call:
  - A. Meeting called to order by J. Verplank at 3:02pm  
**PRESENT:** E. Beckman, J. Verplank, A. Miller  
**ALSO PRESENT:** Chief Greg Janik, Deputy Chief Chris Mantels  
**ABSENT with Notice:** None
2. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
3. Approval of Agenda (*additions / deletions*):
  - A. Motion by Beckman, 2<sup>nd</sup> by Miller, all approve, motion carries unanimously.
4. Approval of Minutes: **None**
5. Unfinished Business: **None**
6. New Business:
  - A. Election of Chair and Vice Chair
    - i. Motion by Beckman 2<sup>nd</sup> by Verplank to appoint Aaron Miller as Chair. All approve, motion carries unanimously.
    - ii. Motion by Verplank, 2<sup>nd</sup> by Miller to appoint E. Beckman as Vice Chair. All approve, motion carries unanimously.
  - B. Discussion and Adoption of Rules of Procedure (Roll Call Vote)
    - i. Discussion about proposed Rules of Procedures ensued.
    - ii. Motion by Verplank, 2<sup>nd</sup> by Beckman to adopt the Rules of Procedure document (01010-004-00083897.4) as presented.  
**YEAS:** Verplank, Beckman, Miller  
**NEAS:** None  
**ABSENT with Notice:** None  
**Motion passes 3:0**
  - C. Discussion and Adoption of Application Form for Appeals to BOA (Roll Call Vote)
    - i. Motion by Verplank, 2<sup>nd</sup> by Beckman to approve the International Fire Code Board of Appeals Application for Appeal as presented.  
**YEAS:** Verplank, Beckman, Miller  
**NEAS:** None  
**ABSENT with Notice:** None  
**Motion passes 3:0**
  - D. Discussion and Adoption of Fee Structure for BOA (Roll Call Vote)
    - i. Motion by Beckman, 2<sup>nd</sup> by Verplank to approve the fee of \$400.00 per application for the Fire Code Board of Appeals  
**YEAS:** Beckman, Verplank, Miller  
**NEAS:** None  
**ABSENT with Notice:** None  
**Motion passes 3:0**



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## E. Schedule hearing for BUILDSB LLC Appeal

- i. Motion by Miller, 2<sup>nd</sup> by Beckman to set the hearing for BUILDSB LLC Appeal on Wednesday, September 19<sup>th</sup>, 2018 at 6:00pm.
- ii. Discussion ensued.  
YEAS: Miller, Beckman, Verplank  
NEAS: None  
ABSENT with Notice: None  
Motion passes 3:0

7. Public Comments: (Limit 3 minutes):

A. Carl Gabrielse, Attorney for BUILDSB LLC thanked the board for their time and the position they are in.

8. Board of Appeal Member Comments:

A. Discussion about the role(s) of the board ensued.

9. Adjournment:

A. Meeting adjourned at 3:31pm

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