



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

FIRE CODE BOARD of APPEALS MEETING

3:00pm – September 17th, 2018

APPROVED MINUTES

1. Call to Order / Roll Call:
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, 2nd 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 Verplank, 2nd by Beckman to appoint Aaron Miller as Chair. All approve, motion carries unanimously.**
 - ii. **Motion by Verplank, 2nd 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, 2nd 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, 2nd 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, 2nd 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, 2nd by Beckman to set the hearing for BUILDSB LLC Appeal on Wednesday, September 19th, 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

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.