

MINUTES OF THE SPARTA TOWNSHIP ZONING BOARD OF APPEALS

Regular Meeting of Wednesday, April 9, 2025, 7:00 PM

Sparta Township Hall, 160 E. Division St., Sparta MI

This meeting can be viewed live or recorded at <https://www.youtube.com/channel/UCu9bOagfR6m02k7rdmX3TLA>

Present: Chairperson Terry Jost (9/26), Planning Commission Liaison Ken Humphreys (9/27), Andrew Barnum (9/25), John Kozal (9/27), and Mike Lockard (9/25)  
Also Present: Zoning Administrator/Planner Kevin Yeomans of Fresh Coast Planning, Sparta Township Supervisor Dale Bergman, and Recording Secretary Toni Potes

I. / II. Call to Order / Pledge of Allegiance: Chairman Jost called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

III. Approval of the Agenda: Motion by Kozal, second by Lockard, to approve the Agenda. Motion carried unanimously.

IV. Minutes of November 13, 2024, Regular Meeting: Motion by Kozal, second by Humphreys, to approve the Minutes. Motion carried unanimously.

V. Review of Zoning Board of Appeals Bylaws:

Sec. 1 Authority will be updated from Act 184 of 1943 to the zoning enabling act.

Sec. 3.1 Meetings: the day of the week and time of the meetings will be nonspecific to allow for flexibility.

Sec. 3.3 Voting: Examples of conflicts of interest will be included.

Sec. 3.4 Order of Business will be updated to what it currently is now.

Sec. 3.5 Rules of Order will have all reference to Robert's Rules of Order removed.

Information regarding alternates to the Zoning Board of Appeals will be mentioned, probably under Sec. 2 Officers / Members.

VI. Public Comment: There was no public comment regarding the recommended changes to the Bylaws. There was also no public comment on any other topic.

VII. Business Items: None.

VIII. Adjournment: Motion by Kozal, second by Barnum, to adjourn at 7:23 PM. Motion carried unanimously. The next meeting of the Sparta Township Zoning Board of Appeals if needed will be Wednesday, May 14, 2025, at 7 PM.

Respectfully submitted,  
—Toni Potes, Recording Secretary