

DRAFT - ZONING BOARD OF APPEALS
CITY OF GRAND HAVEN
MEETING MINUTES

June 18, 2025



A regular meeting of the Grand Haven Zoning Board of Appeals was called to order by Chair Hills at 7:00 p.m. in the Grand Haven Council Chambers. On roll call, the following members were:

Present: Vice-Chair Kerry Bridges, Amy Kozanecki, Richard Norton, Tyler Berg, Brendan Pool, Paul Shibley

Absent: Chair Mark Hills

Also present: Brian Urquhart, City Planner

Motion made by Kozanecki to excuse Hills. Seconded by Shibley. Motion passed unanimously with a voice vote.

Approval of Minutes

Motion by Kozanecki, seconded by Norton, to approve the February 19, 2025 minutes as written. Passed unanimously with a voice vote.

Approval of Agenda

Motion by Kozanecki, seconded by Berg, to approve the agenda as printed. Passed unanimously with a voice vote.

Call to the Audience – None

Election of Officers

Urquhart said the June meeting is the month to elect the officers. Currently officers are: Chair – Hills, Vice-Chair – Bridges, Secretary – Pool.

Motion by Kozanecki, seconded Berg, for the following officers: Chair – Hills, Vice-Chair – Shibley, and Secretary – Pool. Voice vote: All ayes. **Motion passed.**

Extension Request to Case 24-05: Pursuant to Sec. 40-113.08.C.4.b the Zoning Board of Appeals will consider a request for an extension to the variance approval for Case 24-05, a request by Jeanne Fricano for a variance related to a new single family dwelling at 540 Lake Avenue (parcel #70-03-29-203-015): a variance from Sec. 40-404.02.C to allow a corner front yard setback of 17.5 feet where 20 feet is the minimum in the Moderate Density Residential District.

Urquhart said on June 26, 2024, the ZBA granted a variance to Jeanne Fricano of 540 Lake Ave. to permit a corner front yard setback of 17.5 ft. where the required corner front yard setback is 20 ft. in the Moderate Density Residential District. Ms. Fricano was originally denied her variance request to allow for a 15 ft. corner front yard setback in April 2023 and decided to wait 1 full year to reapply.

Urquhart clarified that a variance is valid for one (1) year from the date of issuance. The applicant must either act on the variance within that year, or it will expire. The minimum requirement to act of a variance is to apply for a building permit. The applicant can apply to the ZBA for an extension, providing reasons to extend the variance.

Fricano provided written documentation and presented to the ZBA her financial hardships for not acting on the variance. She said she has not been able to finalize a design for the home and apply for the building permit.

Shibley asked if she has a builder for the project yet. Fricano replied she does not.

Berg asked if she had a building after the variance was approved in June. He does not feel Fricano is acting in good faith, but knows it takes time to find the right builder, architect and financing to construct a home.

Norton asked if he was approved for the variance extension, when would she be able to build. Fricano replied she does not know for sure yet but would like a 12-month extension.

Kozanecki stressed if there would be any progress at all if the variance extension was approved. Fricano responded that she will be contacting builders soon.

ZBA members discuss the appropriate length of the extension. Pool and Norton preferred a 6-month extension. Berg wanted a 12-month extension. Kozanecki and Bridges suggested perhaps a 9-month extension.

Bridges asked Fricano if a 9-month extension would be suitable for her. Fricano replied she would be able to obtain the building permit and act on the variance within the 9-month time frame.

Motion by Kozanecki, seconded by Berg, to approve a request to extend the variance for a 17.5 ft. corner front yard setback for a new home at 540 Lake Ave. (parcel #70-03-29-203-015) to March 26, 2026 based on the following reason:

1. The applicant has provided evidence of a proven hardship in obtaining a building permit.

Yeas: Bridges, Norton, Kozanecki, Shibley, Pool, Berg. Nays: None. The variance extension was **APPROVED** on a 6-0 vote.

City Planner Report

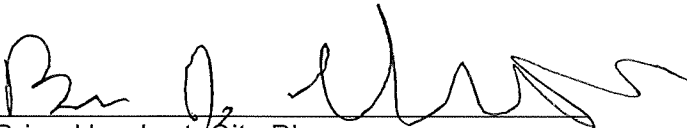
Urquhart said there will not be a meeting in July.

Call to the Audience – Second Opportunity

None

Adjournment:

Motion by Kozanecki, seconded by Norton, to adjourn. Unanimously approved by voice vote. Meeting adjourned at 7:55 pm.



Brian Urquhart, City Planner