

**IMLAY CITY ZONING BOARD OF APPEALS  
150 N MAIN STREET  
IMLAY CITY MI 48444**

**REGULAR MEETING  
THURSDAY, OCTOBER 23, 2025  
6:00 PM**

**1. CALL TO ORDER**

Chair Ted Sadler called the meeting to order at 6:00 PM

**2. PLEDGE OF ALLEGIANCE**

Chair Sadler led the Pledge of Allegiance

**3. ROLL CALL**

**Present:** Chair Ted Sadler, Vice-Chair Charles Boadway, Shane Collison, Robert Haskins, Jonathan Roy, Luke Stempien, Michael Vermeesch

**Absent:** None

**Also present:** City Manager Craig Horton, Wade Trim Planner Arthur Mullen, Clerk/Treasurer Dawn Sawicki-Franz and public

**4. APPROVAL OF AGENDA**

**MOTION** by Stempien seconded by Boadway to approve the agenda as presented  
**MOTION CARRIED UNANIMOUSLY**

**5. APPROVAL OF MINUTES**

**MOTION** by Collison seconded by Stempien to approve the minutes of the May 22, 2025 regular zoning meeting as presented.  
**MOTION CARRIED UNANIMOUSLY**

**6. CITIZENS FROM THE FLOOR**

None

**7. VARIANCE REQUEST PUBLIC HEARING**

**A. VARIANCE REQUEST 660 S ALMONT AVENUE-FRONT YARD SETBACKS**

i. Notices and Publications to Record

**MOTION** by Stempien seconded by Collison to enter all notices and publications for the 660 S Almont variance request into the record

**MOTION CARRIED UNANIMOUSLY**

ii. Public Hearing – OPEN

Chair Sadler OPENED the Public Hearing at 6:02 PM

iii. Public Comment

Chair Sadler deferred to Wade Trim Planner Arthur Mullen for presentation of what Wade Trim has recommended. Mullen then referred to the packet of information that Wade Trim Planner Caitlyn Habben had prepared and referenced the applicant's variance request for a deck that has already been constructed in the front yard of a non-conforming house. Then continued with dimensions that stated the distance of the home in the right-of-way and the deck that is in the right-of-way also.

Questions were asked by the ZBA Board Members and answered by Mullen as well as the applicant's mother Edwardine Ross. The applicant Alex Ross was unable to attend this hearing. Ms. Ross then asked several questions for clarification regarding permitting and specifications.

iv. Public Hearing – CLOSED

Chair Sadler CLOSED the Public Hearing at 6:27 PM

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v. Action

**MOTION** by Stempien seconded by Boadway to deny the requested front yard setback variance by Alex Ross for the location of 660 S. Almont Avenue because the applicant does not meet standard(s) #2 in section 3,35A and the rationale behind this is a lessor variance would substantially benefit the applicant and allow the applicant full or better relief

**ROLL CALL VOTE**

Ayes: Stempien, Boadway, Haskins, Collison, Roy, Vermeesch, Sadler

Nays: None

Absent: None

Abstain: None

**MOTION CARRIED UNANIMOUSLY**

Chair Sadler asked the ZBA Board - that absent a formal request from the applicant - would this board consider a lesser variance of relief for the applicant?

After much discussion from the board including ordinance discussion, the follow motion and decisions were considered.

**MOTION** by Stempien seconded by Collison to grant a lessor variance than requested of the applicant to provide substantial relief to the applicant as well as be consistent with justice to the other property owners, allowing the applicant a 3 ½ foot variance from the right-of-way off of Almont Avenue for the non-conforming lot to allow the unenclosed porch, but not exceed an eight-foot projection from front of the house, in compliance with section 3.23 of the Imlay City Zoning Ordinance on the condition that the applicant does rebuild the deck to that eight-foot maximum within a nine-month time period with all required permits and inspections

**ROLL CALL VOTE**

Ayes: Stempien, Collison, Roy, Vermeesch, Boadway, Haskins, Saddler

Nays: None

Absent: None

Abstain: None

**MOTION CARRIED UNANIMOUSLY**

**8. UNFINISHED BUSINESS**

**A. NONE**

**9. NEW BUSINESS**

**A. ZBA BY-LAWS**

City Manager Horton explained that a sample of by-laws were included in the board packet and we need to have ZBA by-laws in place by the end of this year to be RRC (Redevelopment Readiness Community) certified and continued to explain that the Board may wish to have an ad-hoc committee review this sample line-by-line comparing to our Zoning Ordinance and bring this back with their recommendations to the full board for implementation.

Chair Sadler asked for volunteers for this sub-committee.

The sub-committee ad-hoc for By-Law review as set by Chair Sadler: Chair Sadler, Member Stempien, Member Vermeesch and Member Roy

**10. OTHER**

**A. NONE**

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**11. CITIZENS FROM THE FLOOR**

One member of the public spoke.

**12. ADJOURNMENT**

**MOTION** by Stempien seconded by Boadway to adjourn at 6:50 PM

**MOTION CARRIED UNANIMOUSLY**

Respectfully Submitted by: \_\_\_\_\_  
Dawn Sawicki-Franz, Clerk/Treasurer

**Approved by ZBA: November 20, 2025**

**Approved by City Commission: December 02, 2025**