

**APPROVED MINUTES OF THE REGULAR MEETING  
OF THE KENTWOOD ZONING BOARD OF APPEALS  
CITY COMMISSION CHAMBERS  
MAY 15, 2023, 7:00 P.M.**

1. Chair Derusha called the meeting to order.
2. Pledge of Allegiance
3. Roll Call  
MEMBERS PRESENT: Les Derusha, Robert Houtman, Amanda Le, Aaron Johnson, David Fant, Mary VanNoord and Susan West  
MEMBERS ABSENT: Alan Lipner and Robert Spalding (with notification)  
OTHERS PRESENT: City Attorney Jeff Sluggett, Planner Joe Pung, Planning Assistant Monique Collier.

**Motion by Vannoord, supported by West to excuse Lipner and Spalding from the meeting.**

- **Motion Carried ((7-0) –**
- **Lipner and Spalding Absent -**

4. Approval of the Minutes and Findings of Fact

**Motion by West, supported by VanNoord, to approve the minutes of April 17, 2023**

- Motion Carried (7-0) –
- Lipner and Spalding absent -

5. Acknowledge visitors and those wishing to speak to non-agenda items.

There was no public comment.

6. Public Hearing

Appeal #V-23-06

Applicant: Site Enhancement Services  
Location: 3270 – 28<sup>th</sup> Street, SE

Request: The tenant wishes to install two wall signs on their tenant space with the proposed sign on the north elevation having an area of 136 square feet. Section 8.03.D of the Zoning Ordinance limits the tenant space to one wall sign and restricts the size of a wall sign on the north elevation to 109.5 square feet.

The requested variances are for an additional wall sign and for an increase in sign area of 26.5 square feet over what is allowed by ordinance.

The applicant submitted an email and withdrew their request.

7. Other Business

Attorney Jeff Sluggett gave an approximate one and one half hour training to the commissioners on various City and State laws and policies relating to a variety of Zoning Board of Appeals issues including but not limited to open meetings and freedom of information.

8. Adjournment

**Motion by Houtman, supported by VanNoord, to adjourn the meeting.**

- Motion Carried (7 -0) –
- Lipner and Spalding absent -

Meeting adjourned at 8:10p.m.

Respectfully submitted,

Robert Houtman, Secretary