

MINUTES
BELOIT BOARD OF APPEALS
City Hall Forum, 100 State Street, Beloit, WI 53511
7:00 PM
Tuesday, July 11, 2023

1. CALL TO ORDER AND ROLL CALL

A meeting of the City of Beloit Board of Appeals was held on Tuesday, July 11, 2023, in the Forum of Beloit City Hall, 100 State Street. Chairperson David Baker called the meeting to order at 7:00 PM. TJ Nee, Director of Planning and Building Services, called the roll. Present were: David Baker, Susan Adams, Dustin Gronau, Mark Preuschl and John Petersen.

2. ELECTION OF OFFICERS

2.a. Election of Chairperson

Adams nominated Baker as Chairperson, which was seconded by Petersen. Baker accepted the nomination. The nomination passed (5-0), voice vote.

2.b. Election of Vice-Chairperson

Gronau nominated Adams as Vice-Chairperson, which was seconded by Baker. Adams accepted the nomination. The nomination passed (5-0), voice vote.

2.c. Election of Second Vice-Chairperson

Adams nominated Gronau as Second Vice-Chairperson, which was seconded by Preuschl. Gronau accepted the nomination. The nomination passed (5-0), voice vote.

3. MINUTES

3.a. Consideration of the Minutes of the December 13, 2022 Board of Appeals Meeting

Petersen made a motion to approve the December 13, 2022 minutes as submitted. Preuschl seconded the motion. The motion passed (5-0), voice vote.

4. APPEALS

No appeals were submitted for review by the Board.

5. VARIANCES

No variance requests were submitted for review by the Board.

6. SUCH OTHER MATTERS AS MAY BE AUTHORIZED BY LAW

6.a. Consideration of Resolution 2023-01 approving the amendment to the Rules of Procedure for the Board of Appeals

Julie Christensen, Community Development Director, presented the staff report and the amended Rules of Procedures for the Board of Appeals, including the processes for variances and appeals, and a change in quorum to three members.

Adams asked how quorum has changed. Christensen noted that the Board of Appeals quorum was changed in the early 2000s to five members per State law, but subsequently State law changed again to make quorum just a majority. Preuschl asked about the seven-member makeup of the Board. Christensen said that there are five regular members, and two alternates. Christensen said the two alternates can be part of the discussion but cannot vote if there are enough regular members present. Preuschl noted that the language for contested hearings is simplified. Christensen confirmed that procedure is similar so there was no need to differentiate between a variance or appeal process and a contested hearing.

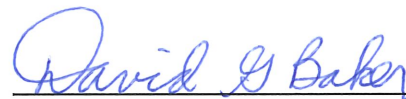
Referring to the Voting paragraph in the Rules of Procedure, Adams asked if five financially disinterested board members are not available, if it would be three that would meet quorum. Christensen agreed that the change should be made from five to three, and that if none of them can vote then they would adjourn the meeting.

Discussion on the Rules of Procedures related to voting ensued. Adams asked if alternates could sit up front. Christensen said that they can sit up front, and it was clarified that alternate members cannot vote unless regular members are not able to vote or are not present as outlined in State Statute.

Adams moved to approve the Rules and Procedures as discussed and amended, seconded by Preuschl. The motion passed (5-0), voice vote.

6. ADJOURNMENT

Preuschl made a motion to adjourn, which was seconded by Gronau. The meeting adjourned at 7:39 PM.



David Baker, Chairperson