

**Minutes**  
Cascade Charter Township  
Zoning Board of Appeals  
Tuesday, May 13, 2025  
5:30 pm  
2870 Jacksmith Ave. SE

**ARTICLE 1.** Community Development and Planning Director Andrea Hendrick called the meeting to order at 5:30 pm.

Members Present: Noordhoek, Berra, Pupilava, Rowland, Mead  
Members Absent: Milliken (excused)

Others Present: Community Development and Planning Director Andrea Hendrick, Zoning Administrator Ryan Sennett, Planning Administrative Assistant Nick Govan and others listed on the sign-in sheet.

**ARTICLE 2. Pledge of Allegiance**

**ARTICLE 3. Approve the current Agenda**

**Motion was made by Member Mead to approve the current agenda with the change of Article 8 Appointment of New Officers to Article 4.  
Supported by Member Pupilava.  
Motion carried 5 to 0.**

**ARTICLE 4. 2025 Zoning Board of Appeals Officer Selection**

**Motion was made by Member Pupilava to nominate Member Berra as Chairman and Member Mead as Vice Chair.  
Motion carried 5 to 0.**

**ARTICLE 5. Disclose any Conflicts of Interest**

There were no conflict of interest.

**ARTICLE 6. Approve the Minutes of the November 12, 2025 meeting.**

**Motion was made by Member Mead to approve the Minutes of the November 12, 2025 meeting.  
Supported by Member Rowland.  
Motion carried 5 to 0.**

**ARTICLE 7. Approve the Minutes of the January 14, 2025 meeting.**

**Motion was made by Member Rowland to approve the Minutes of the January 14, 2025 meeting.  
Supported by Trustee Noordhoek.  
Motion carried 5 to 0.**

**ARTICLE 8. Acknowledge visitors and those wishing to speak**

There was no one wishing to speak.

**ARTICLE 9. Case #25-3884 – Public Hearing**

**Applicant: Bank of America**

**Parcel Number: 41-19-16-101-017**

**Property Address: 6464 28<sup>th</sup> St. SE**

**Requested Action:** Requesting a Variance from Section 19.19 of the Zoning Ordinance to allow for lighting levels exceeding the 5 footcandle maximum allowed brightness. The maximum requested brightness is 28.6 footcandles.

Director Hendrick presented the application, noting the applicant was not in attendance. The request was for a variance to lighting levels at the property located on the southwest corner of Thornhills and 28th Street. Director Hendrick explained that per her findings, the standards for approving a variance had not been met by the applicant. She noted there was nothing unique about this property that would allow for the variance and that the staff review had been sent to the applicant, who chose not to attend, understanding the recommendation for denial.

**Motion was made by Member Mead to open public hearing.**

**Supported by Member Puplava.**

**Motion carried 5 to 0.**

There was no one wishing to speak.

**Motion was made by Member Berra to close public hearing.**

**Supported by Trustee Puplava.**

**Motion carried 5 to 0.**

**Motion was made by Trustee Noordhoek to DENY Case #25-3884 a variance to allow lighting levels exceeding the maximum allowed at 6464 28th Street SE based on the findings above.**

**Supported by Member Rowland.**

**Motion carried 5 to 0.**

**ARTICLE 10. Acknowledge visitors and those wishing to speak**

There was no one wishing to speak.

**ARTICLE 11. Any Other Business**

Director Hendrick announced that there were no items for the June Zoning Board of Appeals hearing, so it would be cancelled. She also noted that due to construction at the Wisner Center, she requested the Board consider canceling the August 12 meeting. The Board agreed to cancel the August meeting.

Member Mead asked about the township plans for Planning Commission and Township Board meetings during construction. Director Hendrick explained they hadn't decided whether to cancel those meetings or hold them at alternative locations such as Fire Station 1 or Orange Street Stone House.

Director Hendrick confirmed the next meeting would be July 8, 2025, with the application deadline of May 23, 2025.

**ARTICLE 12. Adjourn**

**Motion was made by Member Mead to adjourn. Supported by Member Puplava.**

**Motion carried 5 to 0. The meeting adjourned at 5:40PM.**

Respectfully submitted,

Andrea Hendrick, Community Planning and Development Director, Recording Secretary