



City of Eaton Rapids
200 S Main Street
Eaton Rapids, MI 48827
517-663-8118
Board Liaison: LeRoy Hummel

Zoning Board of Appeals Position Description

The Zoning Board of Appeals (ZBA) is an advisory board and exercises three basic roles. These include interpreting the zoning ordinance, deciding appeals from Administrative decisions, and granting zoning variances (use and nonuse). For more information about the ZBA, see **Act 110 of 2006** and **Chapter 25 of the City Code**.

Commission Logistics

Membership: There may be 5 members, with up to 2 alternates appointed, serving for three (3) year terms. The ZBA elects a Chair, a Vice Chair, and a Secretary, and one member shall be appointed to sit on the Planning Commission. Requires a minimum commitment of 15 hours a year.

Meetings: Meets as needed, with a required orientation, an annual meeting and participation in an approved training for members.

Board Member Profile

The City of Eaton Rapids seeks interested persons on a rolling basis from the community to serve on this Board. Appointed Commissioners are required to meet the following criteria:

1. Reside in Eaton Rapids and be eligible electors
2. Serve in accordance with the City's Code of Ethics and Values Statements (see application packet)

The City of Eaton Rapids provides all applicants the opportunity to present their skills, talents, and interested in serving for all vacant positions to this ZBA. The City has an interest in fostering diverse membership on the ZBA. Board members with the following skills and experiences are desirable:

- Background in land use planning and/or engineering
- Background of community involvement
- Interest in neighborhood and community issues
- Interest in historical preservation
- Interest in natural resource preservation
- Knowledge of real estate acquisition, development and/or law
- Willingness and ability to commit to requirements of position