



MEETING MINUTES
Cadillac Zoning Board of Appeals
5:30 P.M.
July 17, 2025

CONVENE MEETING

Chairperson Nichols called to order a meeting of the Cadillac Zoning Board of Appeals at 5:30 p.m. on July 17, 2025.

ROLL CALL

MEMBERS PRESENT: Bontrager, Nichols, Hutchinson, and Brown

MEMBERS ABSENT: Ault

STAFF PRESENT: Waldo, Timmer, and Mallory Reeder (City Attorney, FosterSwift, attended remotely)

APPROVAL OF MEETING AGENDA

Motion by Brown to approve July 17, 2025, meeting agenda. Support by Bontrager. The motion was unanimously approved on a roll call vote.

APPROVE THE MARCH 20, 2025, MEETING MINUTES

Motion by Bontrager to approve March 20, 2025, meeting minutes. Supported by Brown. The motion was unanimously approved on a roll call vote.

PUBLIC COMMENT

None.

PUBLIC HEARING AND BOARD ACTION

Variance application filed by Dean Sinclair, owner of 636 Holly Rd, requesting a rear yard (street side) setback variance of 21 feet to construct a 29 x 25 feet addition to the existing garage attached to the dwelling at 636 Holly Rd resulting in a setback of 14 feet.

Timmer gave a brief presentation regarding the property and the variance request.

Hutchinson questioned the neighboring setback information. Timmer explained the neighboring properties setbacks.

Reeder reminded the board that they should be looking to see if this property has practical difficulties that justify the need for such variance and not what other properties have been granted.

The applicant, Dean Sinclair, addressed the board. Sinclair stated that his family is growing, and they would like to enjoy their Cadillac home on a more full-time basis. Sinclair confirmed that the neighboring properties were aware of the proposed addition, and they were both supportive of such plan.

Hutchinson asked the applicant why he did not rotate the garage to lessen the variance request. Sinclair explained that if the proposed 29ft side of the garage ran along the house, it would cover up windows and entryway into the house as well as need a side yard variance request.

Board discussion took place regarding the variance request and the practical difficulty this parcel has due to being on lake front as well as the findings laid out in the staff report.

Motion by Brown to authorize a rear yard (street side) setback variance of 21 feet as detailed in the site plan provided for 636 Holly Rd, based on the findings laid out in the staff report the condition that the front yard fence be removed. Supported by Bontrager.

Motion failed with a 3-1 vote with Hutchinson opposing.

Brown asked Hutchinson to explain her concerns with such variance. Hutchinson stated that she believes the garage could be built smaller therefore a lesser variance would be needed.

Timmer reminded board members to have open communication with staff and that staff are available before or during the meeting for any questions that they might have regarding applications.

Discussion took place with the board and applicant regarding potential modifications to site plan for a variance request.

NEW BUSINESS

None.

OLD BUSINESS

None.

BOARD MEMBER COMMENTS

None.

PUBLIC COMMENTS

None.

ADJOURN

There being no further business, Motion by Brown to adjourn the meeting of the ZBA at 6:21 P.M. Supported by Bontrager. All in favor.