



# ALBERT TOWNSHIP

## Zoning Board of Appeals Meeting Minutes

Albert Township Hall

January 26, 2026

**ROLL CALL:** Board Members: Chair Wendy Williams, Vice Chair Marc Dombrowski, Members: Denise Heyser, Township Clerk Sandy Raffin, Zoning Administrator Jeff McDonald, and Secretary Hope Rosso

**ABSENT:** Shawn Huston

1. **ORDER:** The regular board meeting was called to order at 4:30 pm by Williams.
2. **THE PLEDGE OF ALLEGIANCE** to the flag was led by Williams.
3. **Approve Agenda.**  
Motion by Raffin to approve agenda as presented. Second by Dombrowski.  
All in favor: 4 Yeas 0 Nays **Motion passed**
4. **Approve Minutes.**
  - a. January 27, 2025.
  - b. May 19, 2025.  
Motion by Dombrowski to approve January 27, 2025, and May 19, 2025, minutes as presented. Second by Heyser.  
All in favor: 4 Yeas 0 Nays **Motion passed**
5. **New Business:**
  - a. Set calendar for 2026 Board Meetings.  
Motion by Heyser to approve 2026 calendar with December 28, 2026, deleted. Second by Dombrowski.  
All in favor: 4 Yeas 0 Nays **Motion passed**
  - b. ZBA Board Members Terms.  
Motion by Heyser to approve Williams as Chair, Dombrowski as Vice Chair, keep officers the same as 2025. Second by Dombrowski.  
All in favor: 4 Yeas 0 Nays **Motion passed**
  - c. ZBA Board Oaths.  
Chair Wendy Williams, Vice Chair Marc Dombrowski, Members: Denise Heyser, Township Clerk Sandy Raffin, all signed Board Oaths.
6. **Old Business: None**
7. **Public Comment** - None

**8. Adjournment**

Motion by Heyser, second by Dombrowski to adjourn at 4:38 pm.

Minutes Submitted by:

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Hope Rosso, Albert Township Secretary

DRAFT