

**BAY TOWNSHIP ZONING BOARD OF APPEALS
JANUARY 16, 2018 MEETING MINUTES**

APPROVED

- CALL TO ORDER** Chairman Rob Maxwell called the meeting to order at 6:30 PM and led the Pledge of Allegiance.
- ATTENDANCE** Upon completion of roll call the following Members of the Bay Township Zoning Board of Appeals (the Board) were identified as being present: Chairman R. Maxwell, Secretary W. Simmons and members S. Ritter and A. Koteskey.
- Vice Chairperson N. Blandford was absent.
- AGENDA** **MOTION by Ritter, seconded by Koteskey, to approve the agenda as presented, passed upon unanimous affirmative vote of the Board Members.**
- PRIOR MEETING MINUTES** **MOTION by Simmons, seconded by Ritter, to approve the July 12, 2017 Zoning Board of Appeals regular meeting minutes as presented, passed upon unanimous affirmative vote of the Board Members.**
- PUBLIC COMMENT** No public comment received.
- ELECTION OF OFFICERS** **MOTION by Simmons, seconded by Koteskey, to elect Rob Maxwell, Chairman; Nancy Blandford, Vice Chairperson; and Wendy Simmons, Secretary, passed upon unanimous affirmative vote of the Board Members.**
- PLANNING COMMISSION REPORT** Simmons summarized the recent Planning Commission activities.
- OTHER** Discussion was held on the possible inspection of septic tanks at the time of transfer being considered by the Planning Commission and trying to understand the reasoning and the ability to enforce.
- PUBLIC COMMENT** Maxwell opened public comment at 6:57 PM. No public comment received. Closed Public Comment at 6:57 PM.
- ADJOURNMENT** **MOTION by Ritter, seconded by Maxwell, to adjourn the meeting at 6:58 PM, passed upon unanimous affirmative vote of the Board Members.**

Respectfully submitted,

Wendy L. Simmons
Zoning Board of Appeals Secretary