

**BAY TOWNSHIP ZONING BOARD OF APPEALS
JANUARY 14, 2019 MEETING MINUTES**

APPROVED

- CALL TO ORDER** Chairman Rob Maxwell called the meeting to order at 6:26PM and led with the Pledge of Allegiance.
- ATTENDANCE** Upon the completion of a roll call the following Members of the Bay Township Zoning Board of Appeals (the Board) were identified as being present. Chairperson R. Maxwell, Vice Chairperson N. Blandford, and Members S. Ritter, A Koteskey, X. Gaudard, and alternates R. Santina and R. Freed.
- AGENDA** ***MOTION by Gaudard and seconded by Koteskey to approve the agenda, motion passed by unanimous consent.***
- PRIOR MEETING MINUTES** X Gaudard requested line 21 of the minutes to change “wok” to “work” . ***MOTION by X Gaudard and seconded by A Koteskey to approve the October 8, 2018 Zoning Board of Appeals regular meeting minutes as amended, passed upon unanimous affirmative vote of the Board Members.***
- PUBLIC COMMENT** Opened and closed at 6:30 PM No public comment received.
- ELECTION OF OFFICERS** ***MOTION by Ritter and seconded by Blandford to nominate R. Maxwell as Chairperson, N. Blandford as Vice-Chairperson and X. Gaudard as Secretary, passed upon unanimous affirmative vote of Board Members.***
- PLANNING COMMISSION REPORT** Gaudard summarized the recent activities of the Planning Commission continuing work on the Ordinance and definitions to be more user friendly, with illustrations and diagrams. Also working on Master Plan and Rec Plan.
- OTHER BUSINESS** R. Maxwell reviewed MSU Extension office questions to be considered during case reviews. He also reviewed a recent point from Brian Graham regarding case process. It was recommended to enter the Zoning Ordinance into evidence in the case to establish foundation of decision. Also questioned insurance.

Discussion was heard to research digitizing cases for easier reference and research. A. Burnett was recommended since she was involved in organizing files a few years ago. It was also recommended to start recording them moving forward.

PUBLIC COMMENT

Opened and closed at 6:58 PM No public comment received.

ADJOURNMENT

Motion made by A. Kotesky and seconded by N. Blandford to adjourn meeting at 7:00PM, passed upon unanimous affirmative vote of the Board Members.

Respectfully Submitted,

Renee Santina
Zoning Board of Appeal Alternate(acting ZBA Recording Secretary)