

MINUTES
LONG LAKE TOWNSHIP ZONING BOARD OF APPEALS
8870 N. LONG LAKE ROAD
TRAVERSE CITY, MI 49684

REGULAR MEETING

TUESDAY, JULY 6, 2010

1. CALL TO ORDER: The meeting was called to order by Chairman Geerlings at 7:03 p.m. at the Long Lake Township Hall.

2. ROLL CALL: Board members present: Bill Kaupas, Jim Johnson (alternate for John Linnerson), Howard Geerlings, and Mark Humitz. Max Bott arrived at 7:15 pm. John Linnerson was absent and excused

Township Staff present: Sara Kopriva, Zoning Administrator, Peter Wendling, Township Attorney, Leslie Sickterman, Planner, Kim Smith, Planning and Zoning Assistant, and Lynette Ferman, Recording Secretary.

Also present were three (3) members of the public

3. MINUTES: JUNE 1, 2010 (REGULAR MEETING) The Township attorney spoke to the Board about the necessity of each Findings of Fact being determined by a majority vote of the Board. There was a discussion by the Board regarding Item 2.a. under the Findings of Fact. It was determined that this item did not reflect the opinion of the majority of the Board. Moved by Kaupas supported by Humitz to strike Item 2.a. under Findings of Fact from the Minutes of the June 1, 2010 meeting. Motion carried. Moved by Kaupas, supported by Humitz, to approve the Minutes of the June 1, 2010 meeting as amended. Motion carried.

The Township Attorney spoke regarding the process of presenting the applicant with a written decision, including the Findings of Fact, on the night of the meeting. There was discussion between the Board and the Township Attorney regarding the appeals process for ZBA cases.

4. AGENDA: There being no concerns, Motion by Humitz, supported by Kaupas, to approve the Agenda with the addition of Introduction of Personnel under Pending Business. Motion carried.

5. CONFLICT OF INTEREST STATEMENT: None stated.

6. PENDING BUSINESS:

A) INTRODUCTION OF PERSONNEL

The Chairman introduced the new Zoning Administrator, Sara Kopriva. The Zoning Administrator introduced Lynette Ferman, Recording Secretary and Leslie Sickterman, Township Planner.

7. NEW BUSINESS:

A) ELECTION OF OFFICERS

Motion by Kaupas, supported by Humitz, to elect Howard Geerlings for Chairman, Mark Humitz for Vice Chair, and Max Bott for Secretary. Motion carried.

B) MEETING POLICY

There was discussion regarding how often the Board would like to meet. The Township Attorney explained that presenting the applicant with a written decision the night of the meeting would prevent having to hold a meeting the following month just to approve the Minutes. He then explained how the appeals process would work. He also stressed the importance of labeling the exhibits. The Board agreed to that written decisions would be issued the night of the meeting on a case by case basis. If a written decision was not issued the night of the meeting, a meeting would be held the next month to approve the Minutes.

8. PUBLIC COMMENT: There was public comment regarding last month's case and the approval of the minutes.

9. REPORTS

A. PLANNING COMMISSION REPRESENTATIVE: Humitz stated that there is a definition of a garage in the new proposed Zoning Ordinance.

B. ZONING ADMINISTRATOR: Report received.

C. TOWNSHIP BOARD REPRESENTATIVE: Township Board Representative was absent.

10. CORRESPONDENCE: None.

11. ADJOURNMENT: There being no further business, Motion by Kaupas, seconded by Humitz to adjourn the regular meeting at 8:30 pm. Carried.

MAX BOTT, SECRETARY
LONG LAKE TOWNSHIP ZONING BOARD OF APPEALS

LYNETTE FERMAN, RECORDING SECRETARY
LONG LAKE TOWNSHIP ZONING BOARD OF APPEALS

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND/OR CORRECTION PRIOR TO THEIR ADOPTION.