

The Little Traverse Bay Bands of Odawa Indians
Zoning Board of Appeals Meeting Minutes
7500 Odawa Circle Harbor Springs, MI 49740
October 14, 2019

Call to Order 3:07 p.m.

Roll Call: Carol Jeffers, Michele Portman-LaCount

Guests: none

Motion made by Secretary Michele Portman-LaCount and supported by Chairperson Carol Jeffers to adopt the agenda for October 19, 2019 as presented.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 – Absent (Position Vacant)

Motion carried.

Motion made by Chairperson Carol Jeffers and supported by Secretary Michele Portman-LaCount to approve the minutes of January 19, 2019 as corrected.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 – Absent (Position Vacant)

Motion carried.

Discussion

- Review of Zoning Statute
- Regulations
- Policy and Procedures – worked on new draft
- Create new and better Forms
- Need definition of who property/land owner is from legal Department in writing.

Motion made by Chairperson Carol Jeffers and Supported by Secretary Michele Portman-LaCount to approve electronic participation for Board members when at least one Board member is physically present at the meeting location and there is a suitable transmission system available. Board members must give advance notice to the Secretary of the Board unless advance notice is impractical. Board members attending meetings by electronic communication shall be entitled to vote as if they were physically present at the meeting site as long as there is quorum present. A quorum, equals two (2) members present in person or via electronic communication.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 – Absent (Position Vacant)

Motion carried.

Discussion

- Does Planning Department provide notices and forms to fill out to appellants?

- Who receives appeals on behalf of the Zoning Board and are they time stamped?
- Need to invite Planning Director Swiss and Legislative Services Attorney to next meeting.
- Need a copy of the Michigan Building Code.
- Re-write the Hearing Procedures. Include check boxes for proofs of service.

4:47 p.m. Public Comment opened: no comments.

4:47 p.m. Public Comment closed.

Next Meeting date to be decided and posted. April 16, 2020 Room 312 at 7500 Odawa Circle Harbor Springs MI.

452 p.m. Motion made by Chairperson Carol Jeffers and supported by Secretary Michele Portman-LaCount to adjourn.

Vote: 2 - Yes, 0 - No, 0 - Abstained, 1 – Absent (Position Vacant)

Motion carried.

These Minutes have been read and approved:

<u>Michele Portman-LaCount</u>	09/16/20
Michele Portman-LaCount, Secretary	Date