

**PUTNAM TOWNSHIP
ZONING BOARD OF APPEALS
July 13, 2009
MINUTES**

CALL TO ORDER

Vice-Chairperson Fordyce called the meeting to order at 7:03pm. There were 4 citizens in attendance.

ROLL CALL

MEMBERS PRESENT: Anderson-Field, Chambers, Collingham, Fordyce, Gannon, Kekes, Speer.
OTHERS PRESENT: Ingrid Weisz, Recording Secretary.

CALL TO THE PUBLIC

Opened call at 7:04 pm
Closed call at 7:05 pm

APPROVAL OF AGENDA

Item B) Process of Completing Minutes was added to New Business by Kekes. Item C) Update of ZBA Roster was added to New Business by Fordyce.

Motion by Kekes & supported by Anderson-Field to approve the revised agenda. MOTION APPROVED UNANIMOUSLY

APPROVAL OF MINUTES

Fordyce researched the question of who could approve the ZBA minutes and determined that the current appointed members could approve minutes from previous meetings whether or not they were present at that meeting. However, only those present at the meeting for which the minutes were being reviewed could make changes to the minutes.

Several changes and additions were made to the 9/22/08 minutes.

Motion by Anderson-Field & supported by Kekes to approve the revised 9/22/08 minutes. MOTION APPROVED UNANIMOUSLY

CORRESPONDENCE

A) Memo from Township Supervisor

Fordyce read the memo welcoming new members & informing new & re-appointed members of the educational requirements of this office.

B) Township Principles of Governance

Fordyce determined that each member was familiar with these Principles.

C) Zoning Ordinance pgs 183 & 184 for reference

D) Zoning Enabling Act 2006 (MTA interpretation)

E) Zoning Enabling Act 2008 update (MTA interpretation)

F) Michigan Zoning Enabling Act, Act 110 of 2006 – (actual law)

C), D), E) & F) were used and discussed with the Bylaws discussion later under Old Business.

OLD BUSINESS

A) Election of Officers

1) Chairperson – Fordyce volunteered for this position.

2) Vice Chair – Collingham volunteered for this position.

3) Secretary – Anderson-Field volunteered for this position.

**Motion by Anderson-Field and supported by Speer to accept Fordyce as Chairperson.
MOTION CARRIED UNANIMOUSLY**

**Motion by Fordyce and supported by Kekes to accept Collingham as Vice Chair. MOTION
CARRIED UNANIMOUSLY**

**Motion by Fordyce and supported by Collingham to accept as Anderson-Field as Secretary.
MOTION CARRIED UNANIMOUSLY**

B) Continued Discussion of ZBA Bylaws

Fordyce revised the last draft of the Bylaws making them consistent with the Putnam Township Zoning Ordinance and the Michigan Zoning Enabling Act, Act 110 of 2006. Members went through this revised version and updated it. They requested that if changes are made to what is required for them to be in office (e.g. educational requirements) that those changes be in writing and distributed to all members. Members also requested a roster of the term starting & ending dates for each member.

**Motion by Kekes and supported by Speer to approve the Bylaws as revised. MOTION
CARRIED UNANIMOUSLY**

NEW BUSINESS

A) Set date for approval of 7/13/09 minutes

These minutes will be reviewed at the 8/10/09 meeting.

B) Process of Completing Minutes

The first draft of the minutes will be sent to Fordyce & Anderson-Field for review and revision before being sent to the office.

C) Update of ZBA Roster

Members filled in their contact information on the roster to be compiled by Fordyce.

CALL TO THE PUBLIC

Opened call at 8:45 pm

Closed call at 8:46 pm

ADJOURNMENT

**Motion by Kekes and supported by Speer to adjourn at 8:46 pm. MOTION CARRIED
UNANIMOUSLY**

Ingrid Weisz

Recording Secretary