

**MANISTEE CITY ZONING BOARD OF APPEALS**

City Hall, 70 Maple Street  
Manistee, MI 49660

**ORGANIZATIONAL  
MEETING MINUTES**

January 21, 2016

A meeting of the Manistee City Zoning Board of Appeals was held on January 21, 2016 at 5:30 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

**MEMBERS PRESENT:** Ray Fortier, Mark Hoffman, Bill Kracht, John Perschbacher, Craig Schindlbeck

**MEMBER ABSENT:** None

**ALTERNATES PRESENT:** Vacancy

**OTHERS:** Denise Blakeslee (Planning & Zoning) and others

The meeting was called to order at ~~5:00~~ 5:30 p.m. by Chairman Perschbacher

**APPROVAL OF AGENDA:**

MOTION by Ray Fortier, seconded by Bill Kracht to approve the Agenda as prepared.

With a voice vote this MOTION PASSED UNANIMOUSLY

**APPROVAL OF MINUTES:**

MOTION by Bill Kracht, seconded by Ray Fortier to approve the December 17, 2015 Zoning Board of Appeals Meeting Minutes that included corrections for the December 10, 2015 minutes.

With a voice vote this MOTION PASSED UNANIMOUSLY

**PUBLIC HEARING:**

None

**BUSINESS SESSION:**

**Election of Officers 2016**

According to the By-Laws of the City of Manistee Zoning Board of Appeals their annual election of Officers is held at the January Organizational Meeting.

**Chair**

At this time the meeting was turned over to Denise Blakeslee who asked for nominations for the Position of Chair.

Ray Fortier nominated John Perschbacher for the position of Chair

Nominations were asked for three times, there being no other nominations; nominations were closed.

With a roll call vote, John Perschbacher was elected Chair of the Zoning Board of Appeals for 2016, 5 to 0.

*John Perschbacher for Chair* - Kracht, Hoffman, Schindlbeck, Fortier, Perschbacher

The meeting was turned back to Chair Perschbacher.

**Vice-Chair**

Chair Perschbacher asked for nominations for the Position of Vice-Chair.

Ray Fortier, nominated Mark Hoffman for the position of Vice-Chair

Mark Hoffman nominated Bill Kracht for the position of Vice-Chair

Nominations were asked for three times, there being no other nominations; nominations were closed.

With a roll call vote, Bill Kracht was elected Vice - Chair of the Zoning Board of Appeals for 2016, 4 to 1.

*Mark Hoffman* - Kracht

*Bill Kracht* - Perschbacher, Hoffman, Schindlbeck, Fortier,

## **Secretary**

Chair Perschbacher asked for nominations for the Position of Secretary.

Mark Hoffman nominated Ray Fortier for the position of Secretary

Nominations were asked for three times, there being no other nominations; nominations were closed.

*Ray Fortier for Secretary* - Fortier, Perschbacher, Kracht, Hoffman, Schindlbeck

With a roll call vote, Ray Fortier was elected Secretary of the Zoning Board of Appeals for 2016, 5 to 0.

## **Appointment of a Recording Secretary 2016**

Once Elected the Secretary may appoint a Recording Secretary to handle the administrative functions of the office.

Ray Fortier appointed Denise Blakeslee to act as the Recording Secretary for the Zoning Board of Appeals for the year 2016.

## **By Law Review**

According to their By-Laws, the City of Zoning Board of Appeals shall annually review their By-Laws at the January Organizational Meeting.

No Changes were made

## **OLD BUSINESS**

None

## **OTHER BUSINESS OF THE APPEALS BOARD**

A workshop on Form Based Code is being offered in March. This qualifies for CEU's for maintaining Master Citizen Planner Certification. Members were asked to get back with staff by March 13<sup>th</sup> if they wish to attend. The City Website has been redesigned staff reviewed the site with the members.

**QUESTIONS, CONCERNS OF CITIZENS IN ATTENDANCE**

None

**ADJOURNMENT**

There being no further business meeting MOTION by Ray Fortier, seconded by Mark Hoffman the meeting be adjourned.

Meeting adjourned at 5:55 p.m.

Respectfully Submitted

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Denise J. Blakeslee, Recording Secretary