

DRAFT  
Hayes Township  
Zoning Board of Appeals  
Organizational Meeting Minutes  
January 8<sup>th</sup>, 2025  
09195 Old U.S. N, Charlevoix, MI 49720

The January 8th, 2025, organizational meeting of the Hayes Township Zoning Board of Appeals was called to order by Chair Janice Vedder-Whipple at 11:00 am. at the Hayes Township Hall, 09195 Old US 31 N., Charlevoix, MI 49720.

BOARD MEMBERS PRESENT: Rod Slocum, Bruce Deckinga, Janice Vedder-Whipple, and Doug Kuebler.

BOARD MEMBERS ABSENT: Joni Hosler (Alternate), Rex Greenslade

ALSO PRESENT: April Hilton (Recording Secretary/Deputy Clerk) Ron VanZee, and Todd Millar.

Audience: Bill Conklin, LuAnne Kozma, and Ellis Boal.

**PLEDGE OF ALLEGIANCE:** Ms. Vedder-Whipple (Chair) opened the meeting at 11:00 am with the Pledge of Allegiance to the Flag.

**INTRODUCTION OF ZONING BOARD OF APPEALS (ZBA) MEMBERS:**

BOARD MEMBERS PRESENT: Rod Slocum, Bruce Deckinga, Janice Vedder-Whipple, and Doug Kuebler.

BOARD MEMBERS ABSENT: Joni Hosler (Alternate), Rex Greenslade

**DECLARATION OF CONFLICT OF INTEREST:**

NONE.

**REVIEWED AGENDA:**

Mr. Kuebler made a motion, supported by Mr. Deckinga, to approve the agenda as corrected.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

**APPROVAL OF DRAFT MINUTES FROM SEPTEMBER 18TH, 2024:**

Mr. Kuebler made a motion, supported by Mr. Deckinga, to approve the September 18<sup>th</sup> 2024 meeting minutes as amended.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

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**PUBLIC COMMENT:**

Public Comment Opened at 11:04am

- Stated they were present for the training a couple years ago and felt Todd did a great job. Suggested someone go through the ZBA decisions made in the past years and post them on the website.
- Stated all the previous ZBA minutes are located at the hall and they have reviewed them many times. Encourages the members of the ZBA also read through them. Would like to see the records of the township have more information. Requested information of when the terms of the members of the ZBA expire.

Public Comment Closed at 11:09 am

**NEW BUSINESS**

**ELECTION OF OFFICERS:**

Ms. Vedder-Whipple made a motion to open nominations for Vice Chair of the ZBA.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Deckinga to nominate Rod Slocum as Vice Chair of the ZBA.

Yeas: Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

abstained: Rod Slocum

Nays: None                   **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Deckinga to close nominations for Vice Chair.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

Mr. Kuebler Made a motion, supported by Mr. Deckinga to appoint Rod Slocum as Vice Chair of the ZBA.

Yeas: Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

abstained: Rod Slocum

Nays: None                   **Motion Carried**

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Ms. Vedder-Whipple made a motion to open nominations for chair of the ZBA.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Deckinga to nominate Janice Vedder-Whipple as Chair of the ZBA.

Yeas: Rod Slocum, Bruce Deckinga, and Doug Kuebler.

abstained: Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Deckinga to close nominations for Chair.

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

Mr. Kuebler made a motion, supported by Mr. Deckinga to appoint Janice Vedder-Whipple as Chair of the ZBA.

Yeas: Rod Slocum, Bruce Deckinga, and Doug Kuebler.

abstained: Janice Vedder-Whipple.

Nays: None                   **Motion Carried**

**TRAINING PRESENTATION BY TODD MILLAR:**

Hayes Township Attorney, Todd Millar, presented a training session with the ZBA.

Training included:

- The mechanics of findings of fact.
- The ZBA members are the judges for answering questions and solving disputes with the township.
- The minutes of ZBA meetings are very important, for they are the written record to determine what the ZBA decided and why they decided per case.
- The Circuit Court reviews the minutes of a ZBA Meeting as well as any materials the ZBA reviewed to come to the discussion.

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- Section 8.03 sets the three things that may be acted on. One: an appeal concerning the administration of the ordinance; Two: granting Variances; Three: interpreting the boundaries of Zoning Districts and provisions of the Ordinance.
- The Zoning Ordinance and the Zoning Enabling Act tells you what you can/should do. The adopted Rules and procedures tell you how to do it.
- Todd Millar reviewed three different real life cases from other townships noting the process each case followed to determine their findings of facts.
- All Training Material attached.

**SET PUBLIC HEARING DATES:**

Mr. Deckinga made a motion, supported by Mr. Kuebler to set a Public meeting date for February 28<sup>th</sup> 2025 at 7:00pm.

**ZBA COMMENT:**

**ADJOURNMENT:** Mr. Kuebler made a motion, supported by Mr. Deckinga, to adjourn at 12:19pm

Yeas: Rod Slocum, Bruce Deckinga, Doug Kuebler, and Janice Vedder-Whipple.

Nays: None                      **Motion Carried**

Respectfully Submitted,  
April Hilton  
Hayes Township Deputy Clerk/Recording Secretary