

Hayes Township
Zoning Board of Appeals
Administrative Meeting Minutes
May 6, 2026
09195 Major Douglas Sloan rd, Charlevoix, MI 49720

The May 6th, 2026, administrative meeting of the Hayes Township Zoning Board of Appeals was called to order by Rex Greenslade at 7:00 pm. at the Hayes Township Hall, 09195 Major Douglas Sloan Rd., Charlevoix, MI 49720.

BOARD MEMBERS PRESENT: Janice Vedder, Rex Greenslade, Zeze Jess, Sean Davis (alternate) and Doug Kuebler.

BOARD MEMBERS ABSENT: Jessica Perry and Laura Ford.

ALSO PRESENT: April Hilton (Recording Secretary/Deputy Clerk).

Audience: Jeremy McKay and Mandy McKay.

PLEDGE OF ALLEGIANCE: Rex Greenslade opened the meeting at 7:00 pm with the Pledge of Allegiance to the Flag.

INTRODUCTION OF ZONING BOARD OF APPEALS (ZBA) MEMBERS:

BOARD MEMBERS PRESENT: Janice Vedder, Rex Greenslade, Doug Kuebler, Zeze Jess, and Sean Davis.

BOARD MEMBERS ABSENT: Jessica Perry and Laura Ford.

PUBLIC COMMENT – RELATED TO AGENDA ITEMS:

Public comments opened at 7:01 pm

Comments included:

No Comment

Public Comments closed at 7:01 pm

REVIEWED AGENDA:

Ms. Vedder made a motion, supported by Mr. Kuebler, to approve the agenda as presented.

Yeas: Rex Greenslade, Doug Kuebler, Sean Davis, Zeze Jess, and Janice Vedder.

Nays: None Motion Carried

DECLARATION OF CONFLICT OF INTEREST: NONE.

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APPROVAL OF DRAFT ADMINISTRATIVE MEETING MINUTES FROM APRIL 1, 2026:

Ms. Vedder made a motion, supported by Mr. Kuebler, to approve the April 1 2026 Administrative meeting minutes as presented.

Yeas: Rex Greenslade, Zeze Jess, Sean Davis, Doug Kuebler, and Janice Vedder.

Nays: None **Motion Carried**

REVIEW AND APPROVAL OF UPDATED ZBA RULES AND PROCEDURE :

Ms. Vedder made a motion, supported by Mr. Kuebler, to adopt the discussed amendments to the ZBA Rules and Procedures as follows:

1. Change the fee language to match the Zoning Ordinance
2. Change the time limit for appellant presentation to 30 minutes unless more time in allowed by majority vote of the ZBA.

A roll call was taken.

Yeas: Rex Greenslade, Zeze Jess, Sean Davis, Doug Kuebler, and Janice Vedder.

Nays: None **Motion Carried**

2026/2027 ZBA BUDGET REQUEST:

Ms. Vedder made a motion, supported by Ms. Jess, to approve the 2026/2027 ZBA Budget request to be submitted to the Board of Trustees.

Yeas: Rex Greenslade, Doug Kuebler, Sean Davis, Zeze Jess, and Janice Vedder.

Nays: None Motion Carried

PUBLIC COMMENT:

Public Comment opened at 7:09pm

Comments included:

No Comment

Public Comment closed at 7:09 pm

ZBA COMMENT:

Ms. Vedder stated when the Zoning Administrator receives an application for the ZBA, the applicant deliver all documents at the time, and not allow additional documents last minute at the meeting.

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The ZBA came to a consensus to suggest to the Board of Trustees to consider that, in case of the withdrawal by appellants of an appeal, interpretation or variance request, the Township retains a percentage of the associated fee to offset the considerable staff time, legal and other costs associated incurred in research and preparation for canceled hearings. Chairman Greenslade will prepare and send an email to the Board of Trustees.

ADJOURNMENT: Ms. Vedder made a motion, supported by Mr. Kuebler , to adjourn at 7:19pm

Yeas: Rex Greenslade, Doug Kuebler, Zeze Jess, Sean Davis, and Janice Vedder.

Nays: None **Motion Carried**

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