

Hayes Township, Charlevoix County
Zoning Board of Appeals
Administrative Meeting
January 24, 2024 1:00 pm
Hayes Township Hall
9195 Major Douglas Sloan Road
Charlevoix, Michigan 49720

AGENDA

Call to Order

Pledge of Allegiance

Public Comment

Introduction of Zoning Board of Appeal (ZBA) Members

Approval of Agenda

Approval of draft minutes from January 11, 2023

New Business

Election of Officers

ZBA Training with Todd Millar (Township Attorney)

ZBA Comment

Adjournment

To best facilitate a meeting please adhere to the following guidelines:

In person attendance

- 1. Doors to the hall will open at 12:50 pm**
- 2. Please voluntarily provide a name for the record**
- 3. Please hold all comments until the appropriate designated public comment agenda item**
- 4. To maintain an orderly meeting while providing opportunity for the public to be heard, Recording Secretary will call names in appropriate order**
- 5. We ask that you voluntarily state your name for the record**
- 6. Direct all comments to the Zoning Board of Appeals Chair**
- 7. Keep comments brief and to the point (3 minutes per person); deputy clerk will advise when time is up**
- 8. Do not speak while others are speaking**
- 9. Minutes may not be yielded to other speakers.**

Note: A quorum of the Hayes Township Board members may be present at this meeting. No Hayes Township Board business will be discussed or conducted at this meeting.