

**MANISTEE CITY ZONING BOARD OF APPEALS**

City Hall, 70 Maple Street  
Manistee, MI 49660

**ORGANIZATIONAL  
MEETING MINUTES**

January 25, 2018

A meeting of the Manistee City Zoning Board of Appeals was held on Thursday, January 25, 2018 at 5:30 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

**MEMBERS PRESENT:** Mark Hoffman, Bill Kracht, Marlene McBride, John Perschbacher,

**MEMBER ABSENT:** Glenn Zaring (alternate)

**OTHERS:** Denise Blakeslee (Planning & Zoning Director)

The meeting was called to order at 5:35 p.m. by Chairman Perschbacher

**APPROVAL OF AGENDA:**

MOTION by Bill Kracht, seconded by Marlene McBride to approve the Agenda as prepared.

With a voice vote this MOTION PASSED UNANIMOUSLY

**APPROVAL OF MINUTES:**

MOTION by Bill Kracht, seconded by Mark Hoffman to approve the December 19, 2017 Zoning Board of Appeals Meeting Minutes as prepared.

With a voice vote this MOTION PASSED UNANIMOUSLY

**PUBLIC HEARING:**

None

**BUSINESS SESSION:**

**Election of Officers 2018**

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.

Bill Kracht, seconded by Marlene McBride 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 2018, 4 to 0.

## **Vice-Chair**

Denise Blakeslee asked for nominations for the Position of Vice-Chair.

John Perschbacher, seconded by 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 2018, 4 to 0.

## **Secretary**

Denise Blakeslee asked for nominations for the Position of Secretary.

John Perschbacher, seconded by Bill Kracht nominated Marlene McBride for the position of Secretary

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

With a roll call vote, Marlene McBride was elected Secretary of the Zoning Board of Appeals for 2018, 4 to 0.

## **Appointment of a Recording Secretary 2018**

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

Marlene McBride appointed Denise Blakeslee to act as the Recording Secretary for the Zoning Board of Appeals for the year 2018.

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**By Law Review**

According to the By-Laws of 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:**

Ms. Blakeslee said that an application will be coming before the board. The applicant is leaving for vacation and asked if the meeting could be scheduled for March 22, 2018 when they return. Members said that they would put the date on their calendar.

**QUESTIONS, CONCERNS OF CITIZENS IN ATTENDANCE:**

None

**ADJOURNMENT:**

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

Meeting adjourned at 6:01 p.m.

Respectfully Submitted

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Denise J. Blakeslee, Recording Secretary