

**MANISTEE CITY ZONING BOARD OF APPEALS**  
City Hall, 70 Maple Street  
Manistee, MI 49660

**PUBLIC HEARING**  
**MEETING MINUTES**  
February 18, 2021

The Manistee City Zoning Board of Appeals.

**MEMBERS VOTING:** Duane Jones, Denis Johnson, Linda Cihlar and Glenn Zaring

**APPROVAL OF MINUTES:**

Approval of February 18, 2021 minutes.

I, Duane Jones vote **YES** on approving the Zoning Board of Appeals February 18, 2021 meeting minutes as printed.

Vote response via email.

I, Denis Johnson vote **YES** on approving the Zoning Board of Appeals February 18, 2021 meeting minutes as printed.

Vote response via email.

I, Glenn Zaring vote **YES** on approving the Zoning Board of Appeals February 18, 2021 meeting minutes as printed.

Vote response via email.

I, Linda Cihlar vote **YES** on approving the Zoning Board of Appeals February 18, 2021 meeting minutes as printed.

Vote response via email.

Respectfully Submitted

  
\_\_\_\_\_  
Nancy Baker, Recording Secretary

**MANISTEE CITY ZONING BOARD OF APPEALS**

City Hall, 70 Maple Street  
Manistee, MI 49660

**ORGANIZATIONAL  
MEETING MINUTES**

February 18, 2021

A meeting of the Manistee City Zoning Board of Appeals was held on February 18, 2021 at 5:30 pm via teleconferencing, Manistee, Michigan.

**MEMBERS PRESENT:** Denis Johnson, Duane Jones, Linda Cihlar, and Glenn Zaring

**MEMBER ABSENT:** Shelly Memberto

**OTHERS** Zach Sompels (Planner 1/City Zoning Administrator) and Nancy Baker (Recording Secretary)

The meeting was called to order at 5:30 p.m. by Chairman Zaring.

**APPROVAL OF AGENDA:**

MOTION by Denis Johnson, seconded by Duane Jones to approve the Agenda as prepared.

With a voice vote this MOTION PASSED UNANIMOUSLY

**APPROVAL OF MINUTES:**

The Zoning Board of Appeals approved the October 5, 2020 and October 18, 2020 Zoning Board of Appeals Meeting Minutes by email.

**PUBLIC HEARING:**

None

**BUSINESS SESSION:**

**Action on Pending Cases**

None

**Election of Officers 2021**

**Chair**

At this time, the meeting was turned over to Zach Sompels who asked for Chair nominations.

Duane Jones nominated Glenn Zaring for position of Chair, Denis Johnson seconded. Glenn Zaring accepted.

No further nominations were made. Nominations were closed.

With a voice vote Glenn Zaring was elected Chair of the Zoning Board of Appeals for 2021.

**Vice-Chair**

At this time, the meeting was turned over to Chair Glenn Zaring who asked for Vice Chair nominations.

Denis Johnson nominated Duane Jones for position of Vice Chair, Linda Cihlar seconded. Duane Jones accepted.

No further nominations were made. Nominations were closed.

With a roll call vote,

Yes: Zaring, Johnson, Jones, Cihlar

Duane Jones was elected Vice Chair of the Zoning Board of Appeals for 2021

**Secretary**

Chair Glenn Zaring who asked for Secretary nominations.

Duane Jones nominated Linda Cihlar for position of Secretary, Denis Johnson seconded. Linda Cihlar accepted.

No further nominations were made. Nominations were closed.

With a roll call vote,

Yes: Zaring, Johnson, Jones, Cihlar

Linda Cihlar was elected Secretary of the Zoning Board of Appeals for 2021.

**Appointment of a Recording Secretary 2021**

Denis Johnson appointed Nancy Baker to act as the Recording Secretary for the Zoning Board of Appeals for the year 2021, Duane Jones seconded. Nancy Baker accepted.

With a roll call vote,

Yes: Zaring, Johnson, Jones, Cihlar

Nancy Baker was elected Recording Secretary of the Zoning Board of Appeals for 2021.

**By Law Review**

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

There were no changes, additions, or corrections by the ZBA or Planning Staff.

MOTION by Duane Jones, seconded by Denis Johnson to accept the ZBA By-laws for 2021 with no changes, additions, or corrections to them.

With a roll call vote,

Yes: Zaring, Johnson, Jones, Cihlar

The ZBA By-Laws for 2021 were accepted with no changes, additions, or corrections to them.

**RRC List:**

The RRC List was presented to the ZBA. No comments were added to the list. No changes were made.

**PUBLIC COMMENTS AND COMMUNICATIONS:**

None

**OTHER COMMENTS FROM MEMBERS OR STAFF**

The ZBA welcomed Linda Cihlar.

Chair Glenn Zaring thanked the ZBA and staff for their work. He encouraged the members to read the Zoning and Planning News booklets. He has been appointed to the County Planning Commission and the sub-committees, Recreation Commission and Technology Committee. He is on the Manistee Connect which is a combined effort to bring broadband to Manistee County. This will assist with those in need for children to be able to connect for zoom learning.

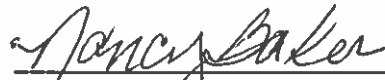
Mr. Sompels shared a college educator's comment; a community that does not have a lot of variances has a well written ordinance.

**ADJOURNMENT:**

The meeting was adjourned by Call of the Chair.

Meeting adjourned at 5:48 p.m.

Respectfully Submitted



Nancy Baker, Recording Secretary

## Nancy Baker

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**From:** Denis Johnson <drjohnson464@sbcglobal.net>  
**Sent:** Tuesday, February 23, 2021 5:21 PM  
**To:** Duane Jones; Glenn C Zaring; Linda Cihlar; Shelly Memberto; Nancy Baker  
**Subject:** Re: minutes

[WARNING: External Message]

The minutes look accurate as presented. I approve.

Denis Johnson

On Monday, February 22, 2021, 3:08:45 PM EST, Nancy Baker <nbaker@manisteecountymi.gov> wrote:

I have attached the minutes to the February 18<sup>th</sup> meeting. Please review. If anyone has a correction(s) regarding the minutes please let me know. If you approve the minutes as printed please send a confirmation email to be placed into record.

Nancy

Please review.

Nancy Baker

Planning Secretary/Assistant to Planner

Manistee Co Planning Building

395 3<sup>rd</sup> St, Manistee, MI 49660

231-398-3576; fax 231-398-3526

nbaker@manisteecountymi.gov





## Nancy Baker

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**From:** Glenn Zaring <gzaring@gmail.com>  
**Sent:** Monday, February 22, 2021 7:14 PM  
**To:** Duane Jones  
**Cc:** Nancy Baker; Denis Johnson; Linda Cihlar; Shelly Memberto  
**Subject:** Re: minutes

[WARNING: External Message]

Nancy,

The minutes look accurate. Thank you.

Glenn Zaring  
Chair

Sent from my iPhone

On 22 Feb 2021, at 3:44 PM, Duane Jones <glakes@charter.net> wrote:

The minutes look accurate as presented. I approve.  
Thank you!

Duane Jones  
231-233-4712

Sent from Duane's iPhone

On Feb 22, 2021, at 3:08 PM, Nancy Baker <nbaker@manisteecountymi.gov> wrote:

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Nancy

Please review.

Nancy Baker  
Planning Secretary/Assistant to Planner  
Manistee Co Planning Building  
395 3<sup>rd</sup> St, Manistee, MI 49660  
231-398-3576; fax 231-398-3526  
nbaker@manisteecountymi.gov

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## Nancy Baker

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**Subject:** Re: minutes

[WARNING: External Message]

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Thank you!

Duane Jones  
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Sent from Duane's iPhone

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Nancy

Please review.

Nancy Baker  
Planning Secretary/Assistant to Planner  
Manistee Co Planning Building  
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nbaker@manisteecountymi.gov

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<2021-02-18 ZBA draft Min Organizational Meeting.docx>

**Nancy Baker**

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**From:** Linda Cihlar <irongrama@yahoo.com>  
**Sent:** Wednesday, March 3, 2021 2:40 PM  
**To:** Nancy Baker  
**Subject:** Minutes of City Zoning Board

[WARNING: External Message]

I have read the minutes of the last meeting and agree that they are accurate and correct.