TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Community Service Building

Zoning Board of Appeals Training Meeting

Approved Minutes

August 16, 2023

**Present:** Laura Andersen (Chair) Chad Impellizzeri, David Nussdorfer, Jeff Wynkoop, Kevin Woodward, Rita Service, Kristin Graves

**Absent:**

**Audience:** 1

**Others:** Sara Kopriva

**Recording Secretary:** Jacqueline Petersen

**A. Call to Order Regular Meeting / Record Members Present:**

Meeting called to order at ~~7:00~~ 6:01 pm by Andersen

Pledge of Allegiance was recited

Roll call was conducted by Graves

**B. Approval of Agenda**

M/S to approve agenda; Woodward/~~Wynkoop~~ Nussdorfer vote: 7/0 motion passed

**C. Approval of March 15, 2023 Meeting Minutes**

Corrections:

FOF #4 of the February 15, 2023 meeting minutes - the correction should have said Critical Dunes “Areas” is restricted - adding the word “Areas”.

FOF #35 ~~- capitalize the “T” in the word to…(deny)~~  No capital in the word to – should read “to deny”

Item A - Meeting Called to order at 6:00pm

M/S to approve meeting minutes from March 15, 2023 with corrections Andersen / Woodward; vote 7/0 motion carried

**D. Conflict of interest**

Andersen polled ZBA members asking if there were any conflicts of interest and there were none.

**E**. **Public Comment**

None

**F. Communications**

None

**G. Hearing of Case - None**

**H. Miscellaneous Business**

1. **Zoning Administrator’s Report -** presented in packet and summarized by Kopriva
2. **PC Representative to ZBA’s report -** Woodward and Kopriva updated ZBA with the PC’s recent activities
3. **ZBA Training**

Township Attorney Todd Millar and Township Planning Consultant Sara Kopriva conducted basic ZBA training - training materials were distributed to ZBA members via email

**I. Public Comment**

none

**J. Summary of Action items before September 18, 2023**

Cancel September 18, 2023 meeting

**K. Adjournment at ~~7:21~~ 7:48pm**

M/S to adjourn ~~Impellizzeri/Woodward~~ Nussdorfer / Graves

Andersen asked for further discussion and vote:

7/0 motion carried.