

**BROOKS TOWNSHIP ZONING BOARD OF APPEALS
ANNUAL MEETING AGENDA
490 QUARTERLINE RD.
NEWAYGO, MI 49337**

October 16, 2024 @ 7:00PM

Jeffrey Smith is requesting a variance to reduce the required setback requirements for tearing down and building a new home in the Lakefront (LD) District for property located at 9447 Catalpa Ave., parcel #62-19-33-451-026.

1. MEETING CALLED TO ORDER
2. ROLL CALL (*Warren, Pitzer, Myers, McLeod, Wasmiller, Orlikowski*)
3. APPROVAL OF AGENDA
4. HEARING CALLED TO ORDER
5. REASON FOR HEARING – *See request noted above*
 - A. Adjoining Property Owner Notification
 - B. Review “Rules for Procedure”
 - C. Zoning Administrator Comments
 - D. Applicant Presentation for Reason for Appeal
 - E. Supporting Statements from Public
 - F. Opposing Statements from Public
 - G. ZBA Chairman Revie (*any reference made to any portion of the ZO needs to be read in full and stated in the minutes as such*)
 - H. ZBA Members Questions/Comments
 - I. Final Rebuttal/Comments
 - J. Hearing Closed to Public Comment
6. CORRESPONDENCE
7. DELIBERATION BY THE ZBA
8. FINDING OF FACTS/STANDARDS OF REVIEW (*Facts must be stated for the record. One standard at a time.*)
9. MOTION & ROLLCALL VOTE (*Pitzer, Warren, Myers, McLeod, Wasmiller, Orlikowski*)
(*If decision is to be made at this hearing; if not, all attendees need to be notified of the meeting Date. See sign in sheet*)
10. NEW BUSINESS
 - A. Scheduled date for approval of minutes
11. UNFINISHED BUSINESS
12. BOARD MEMBER COMMENTS
13. PUBLIC COMMENT
14. ADJOURNMENT