

**OTISCO TOWNSHIP**  
**PRELIMINARY**  
**ZONING BOARD OF APPEALS MINUTES for November 9, 2015**

**Members Present:** Frank Mason – Chairman, Dan Ziegler, co-chairman, Laura Staats  
- Secretary

**Also Present:** Marc Larabel – Zoning Administrator

Prior to the start of the meeting a moment of silence was held in memory of Peter Marhofer.

**Call to Order:** Frank Mason called the meeting to order at 7:02 p.m. followed by the Pledge of Allegiance.

**Approve Minutes:** Movement was made and supported to accept the minutes of the October 12, 2015 meeting – passed 3-0

**Board Reports:** Marc Larabel handed out his current Administrator's Report and gave a brief overview of the report.  
Dan Zeigler commented on the Township Board's October meeting.  
Frank Mason commented on the Planning Commission's meeting.

**Old Business:** None

**New Business:** It was discussed and determined that we would not meet in December, as we have met the required number of annual meetings for 2015, election of ZBA Board Officers will be held at the January Meeting. 2016 Dates for meetings, to be held the second Tuesday of each month at 7:00 PM at the Otisco Township Hall, with Scheduled Meetings in January, February, July and December, subject to change based on Zoning Applications submitted throughout the 2016 year.

**Public Hearing:** None

**Public Comment:** None

**Zoning Board Members Comment:** None

**Adjourn:** Movement to adjourn was made and supported 3-0. Meeting adjourned at 7:24 P.M.

**Next Meeting:** January 11, 2016

**Proposed Agenda:** Election of ZBA Officers

Respectfully submitted:  
Laura J. Staats – Secretary

**Zoning Board of Appeals Members:**

Frank Mason – Chairman  
Dan Zeigler – Vice Chairman  
Laura Staats – Secretary

Glenn Geiger - Alternate  
John Newland - Alternate

**Otisco Township Staff:**

Paul Reeves – Superintendent  
Lynda Sower – Clerk  
James Hegarty – Engineer  
Clifford H. Bloom – Attorney

Jan Breimayer – Treasurer  
Marc Larabel – Zoning Administrator  
Open Position – Planner

**Regular Meeting Schedule for 2015:**

|                          |          |                       |                           |
|--------------------------|----------|-----------------------|---------------------------|
| <b><u>January 11</u></b> | April 11 | <b><u>July 11</u></b> | October 10                |
| <b><u>February 8</u></b> | May 9    | August 8              | November 14               |
| March 14                 | June 12  | September 12          | <b><u>December 12</u></b> |

\* The underlined meeting dates are scheduled business meetings and may include study or training sessions if there are no appeals or other business on the agenda.