

Special Meeting Minutes
HARING TOWNSHIP ZONING BOARD OF APPEALS
Tuesday, October 25, 2016
7:00 PM

1. **Call to Order:** Giftos called the special meeting to order at 7:05 pm.
2. **Roll Call:** Helm, Payne, and Giftos were all present. Michael Green, Zoning Administrator, was also present.
3. **Pledge of Allegiance:**
4. **Consider Approval of Agenda:** Motion was made by Payne, with support by Helm to approve the agenda as presented. Motion carried with all in favor.
5. **Public Comment for Items Not on the Agenda:** *[None]*
6. **Election of Officers:**
 - a. **Chairperson:** Payne nominated Giftos, with support by Helm. Payne moved to close nominations with support by Helm. Giftos was elected Chairperson by a 3-0 vote.
 - b. **Vice-Chairperson:** Giftos nominated Payne, with support by Helm. Helm moved to close nominations with support by Giftos. Payne was elected Vice-Chairperson by a 3-0 vote.
 - c. **Secretary:** Payne nominated Helm, with support by Giftos. Giftos moved to close nominations with support by Payne. Helm was elected Secretary by a 3-0 vote.
7. **Public Hearings:** *[None]*
8. **Public/Commissioner Comments:** Green responded to requests by ZBA members for clarification of the Sign Ordinance standards and rules of procedure for public hearings. Green asked the commission members for a date to schedule the public hearing now that all of the members are sworn in.
9. **Adjournment:** Motion was made by Helm, with support by Giftos to adjourn the meeting at 8:35 pm. Motion carried with all in favor.

Respectfully Submitted by:

Michael Green, Zoning Administrator

Jason Helm, Secretary