

**CHARTER TOWNSHIP OF FENTON PLANNING COMMISSION & ZONING BOARD OF APPEALS
MINUTES FOR SPECIAL MEETING OF JULY 30, 2008**

**TOWNSHIP CIVIC COMMUNITY CENTER
12060 MANTAWAUKA DRIVE, FENTON, MICHIGAN**

Chairman Pro-Tem Root and Chairperson Spear called meeting to order at 7:05 p.m.

Present: Carlson, Franz, McGuirk, Richard, Root, Spees, Baran, Cady, Franz, Goupil, Miller, Scott, Spear

Recording Secretaries McDonald, Sharich

Zoning Administrator Piggott

Absent: Tucker – Tucker arrived at 7:30 p.m.

APPROVAL OF AGENDA:

The agenda was approved by all as presented

DISCUSSION ITEM:

Planning Commission (PC) and Zoning Board of Appeals (ZBA) By-Laws

Zoning Administrator Piggott explained that the new Planning and Zoning enabling acts require the PC and ZBA to adopt by-laws, the PC has revised the sample language as a result of discussions at prior meetings there has been an expressed desire that the documents are as similar as possible for both boards especially when it comes to conflict of interest and the procedure for dealing with it. Spear read the definition she had drafted. Baran added an amendment. Piggott presented an excerpt from Seattle Planning Commission by-laws. The boards discussed all of these options combining ideas from all the documents. They determined they would address a member disclosing their own possible conflict of interest and a member disclosing another member's possible conflict of interest as separate sections because the procedure for voting will be slightly different in each case. They also agreed to add the following language:

In determining a bona fide conflict of interest exists the PC/ZBA may consider personal and financial interests which to a reasonable person appear to impair the Commissioner's/ZBA member's independence of judgment or action in the performance of their official duties.

No members of the public were present at the meeting.

The PC and ZBA concluded they would prepare to adopt the by-laws at their next regular meetings.

ADJOURN: 8:02 p.m.

Jim Root, Chairman Pro-Tem
Minutes Posted 07/31/08

Sandra Carlson, Secretary