

**Portland Township  
Zoning Board of Appeals  
January 13, 2021  
Virtual Meeting**

**CALL TO ORDER**

Kristine Bond, Chair, called the meeting to order at 6:02 PM

**Pledge of Allegiance was given**

**ROLL CALL**

Present: Kristine Bond, Thomas Klein, Nic Schneider, Mark Simon, Marcella Lay

Kristine welcomed new ZBA member Nic Schneider. Kristine also thanked outgoing members Larry Pung and Eileen Main for their service to the board.

Kristine also noted there is an open seat on the ZBA at this time.

**MINUTES OF LAST MEETING**

Minutes of the January 13, 2020 meeting were presented. Motion was made by Marcy Lay to approve the minutes as presented. Seconded by Mark Simon. Motion passed.

**ELECTION OF OFFICERS**

Chair – Marcy Lay made a motion in support of Kristine Bond. Seconded by Mark Simon. Motion passed and Kristine accepted the position.

Vice Chair – Mark Simon made a motion in support of Nic Schneider. Seconded by Marcy Lay. Motion passed. Nic accepted the position.

Secretary – Kristine Bond made a motion in support of Marcy Lay. Seconded by Mark Simon. Motion passed. Marcy accepted this position.

**OTHER BUSINESS**

An application for a variance was received from Gregory Nye. It involves an addition onto an older home that is too close to the road for setbacks, so to add onto the home, the addition would also be in the front setback. Jeanne Vandersloot, Zoning Administrator, has requested a public hearing date. Public Hearing will be held in person (at this time, based on COVID restrictions, may be changed to virtual if needed) at the Portland Township Hall on Wednesday, February 17, 2021 at 7:00 PM. Jeanne will take care of proper notices.

**GENERAL PUBLIC COMMENT**

There was no public comment

**ADJOURNMENT**

A motion was made by Marcy Lay to adjourn. Seconded by Mark Simon. Motion passed and the meeting was adjourned at 6:12 PM

Next Meeting: Public Hearing – Wednesday, February 17, 2021 – Portland Township Hall