**Regular Meeting Schedule of Township Board Meeting**s

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The \_\_\_\_\_\_\_ Township Board will meet on the following dates for the 20\_\_-20\_\_ year.

All meetings will begin at (time) and will take place at the

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township Hall, (address) (city) (state)

***(OR include for any electronic meetings:***

* ***The reason(s) the meeting is being held electronically***
* ***Link information for public to access electronic meeting via computer or phone***
* ***Contact information for any board member participating electronically)***

Monday, January 10 Monday, July 11

Monday, February 14 Monday, August 8

Monday, March 14 Monday, September 12

Monday, April 11 Monday, October 10

Monday, May 9 Monday, November 14

Monday, June 13 Monday, December 12

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended,
(MCL 41.72a(2)(3)), and the Americans With Disabilities Act.

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon \_\_\_\_ day notice to the \_\_\_\_\_\_\_\_\_\_\_\_\_ Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Township Board by writing or calling the following: *(List the name, title and telephone number of the contact person; usually the township clerk.)*

Posted on: (date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Township Clerk Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A copy of this notice is on file in the Clerk’s Office, located at:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Sample Notes:*** *This notice must be posted at a prominent and conspicuous place at the township office within 10 days after the first meeting of the board for its fiscal or calendar year, so that it is visible to the public for the entire time it is posted. If there is a change in the schedule of regular meetings of a public body, the amended schedule must be posted within 3 days after the meeting at which the change is made, and it must be posted at least 18 hours prior to the time of the next meeting on the schedule. If the township maintains a website that is updated at least monthly with meeting agendas or minutes, this notice must also be posted on that website at least 18 hours prior to the time of the meeting. (MCL 15.265)*

**Special Meeting Notice**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township Board

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township Hall, (address) (city) (state)

***(OR include for any electronic meetings:***

* ***The reason(s) the meeting is being held electronically***
* ***Link information for public to access electronic meeting via computer or phone***
* ***Contact information for any board member participating electronically)***

Purpose(s) of Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended, (MCL 41.72a(2)(3)), and the Americans With Disabilities Act.

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon \_\_\_\_ day notice to the \_\_\_\_\_\_\_\_\_\_\_\_\_ Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Township Board by writing or calling the following: *(List the name, title and telephone number of the contact person; usually the township clerk.)*

Posted on: (date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Township Clerk Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A copy of this notice is on file in the Clerk’s Office, located at:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Sample Notes:*** *This notice must be posted at a prominent and conspicuous place at the township office, so that it is visible to the public for the entire time it is posted, at least 18 hours prior to the time of the meeting. If the township maintains a website that is updated at least monthly with meeting agendas or minutes, this notice must also be posted on that website at least 18 hours prior to the time of the meeting. (MCL 15.265)*

**NOTICE OF TOWNSHIP BOARD MEETING**

**TO BE HELD ELECTRONICALLY**

**\_\_\_\_\_\_\_\_\_\_\_\_ TOWNSHIP**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, MICHIGAN**

To: The residents and property owners of \_\_\_\_\_\_\_\_\_\_\_\_ Township, \_\_\_\_\_\_\_\_\_\_\_\_ County, Michigan, and any other interested parties.

Please take notice that a meeting of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Township Board will be held on \_\_\_\_\_\_\_\_\_\_, 2020 at 6:00 p.m. by electronic remote access; see attached agenda.

Electronic remote access, in accordance with Michigan law, will be implemented in response to COVID-19 social distancing requirements and limitations on the number of individuals in a meeting hall.

The public may participate in the meeting through Zoom access by computer and smart phone using the following link:

**https://us02web.zoom.us/XXXXXXXXXXXXXXXXXXXXXXXXXXX**

Meeting ID: 000 000 0000

Password: 0000

### The public may also participate by calling into the below toll-free number:000 853 0000 US Toll-free

###

Members of the public will only be able to speak at the meeting during the public comment portion of the meeting and such comment will be limited to three minutes per person. To provide for orderly public comment, a person wishing to speak during public comment must state their name and request to be recognized by the Township Supervisor. The Supervisor will recognize all persons wishing to speak during public comment.

If, prior to the meeting, members of the public have certain questions or wish to provide input on any business that will be addressed at the meeting then such persons may contact the Township Board members through \_\_\_\_\_\_\_\_\_\_\_\_, Township Clerk, by email to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, or by mail at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon 72 hours advance notice by contacting Norm Kellogg, Township Clerk,
by email, phone, or mail at the below.***

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_ Township, Clerk

 Street Address

 City, MI Zip

 Phone: (000) 000-0000

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_ TOWNSHIP

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, MICHIGAN

NOTICE OF PLANNING COMMISSION MEETING

TO BE HELD ELECTRONICALLY

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, MICHIGAN, AND ALL OTHER INTERESTED PERSONS:

Please take notice that a regular meeting of the \_\_\_\_\_\_\_\_\_\_ Township Planning Commission will be held on \_\_\_\_\_\_\_\_\_\_\_, 2020 at 6 p.m. by electronic remote access and will include the items on the attached agenda.

Electronic remote access, in accordance with Michigan law, will be implemented in response to COVID-19 social distancing requirements and limitations on indoor meeting numbers. The public may participate in the meeting through Zoom access by computer and smart phone using the following link:

https://us02web.zoom.us/j/XXXXXXXXXXXXXXXXXXXXXXXXX

Meeting ID: 000 000 0000

Password: 0000

The public may also participate by calling into the below toll-free number:

000 853 0000 US Toll-free Password: 0000

Members of the public will be able to speak during the public comment portion of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation a person wishing to speak must state their name and request to be recognized by the Planning Commission Chairperson. The Chairperson will recognize all persons wishing to speak during public comment.

If, prior to the meeting, members of the public have certain questions or wish to provide input on any business that will be addressed at the meeting then such persons may contact the Planning Commissioners through \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Township Clerk, by email to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, or by mail at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township will provide necessary reasonable auxiliary aids and services at the meeting to individuals with disabilities upon 72 hours advanced notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact the Township Clerk by email, phone, or mail at the below.

\_\_\_\_\_\_\_\_\_\_Township Planning Commission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: \_\_\_\_\_\_\_\_\_\_\_, Chairperson \_\_\_\_\_\_\_\_\_\_\_\_ Township, Clerk

 Street Address
 City, MI \_\_\_\_\_\_\_

 Phone 000-000-0000

 Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_ TOWNSHIP

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, MICHIGAN

NOTICE OF PLANNING COMMISSION MEETING

AND PUBLIC HEARING ON ZONING ORDINANCE TEXT AMENDMENTS

TO BE HELD ELECTRONICALLY

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, MICHIGAN, AND ALL OTHER INTERESTED PERSONS:

Please take notice that a regular meeting of the \_\_\_\_\_\_\_\_\_\_ Township Planning Commission will be held on \_\_\_\_\_\_\_\_\_\_\_, 2020 at 6 p.m. by electronic remote access and will include the following:

1. A public hearing on proposed text amendments to the \_\_\_\_\_\_\_Township Zoning Ordinance regarding outdoor furnaces including a new definition in Section 2.2 and a new regulatory Section 18.7.

2. Such other and further matters as may properly come before the Planning Commission.

Electronic remote access, in accordance with Michigan law, will be implemented in response to COVID-19 social distancing requirements and limitations on indoor meeting numbers. The public may participate in the meeting through Zoom access by computer and smart phone using the following link:

https://us02web.zoom.us/j/XXXXXXXXXXXXXXXXXXXXXXXXX

Meeting ID: 000 000 0000

Password: 0000

The public may also participate by calling into the below toll-free number:

000 853 0000 US Toll-free Password: 0000

Members of the public will be able to speak during the public comment portion of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation a person wishing to speak must state their name and request to be recognized by the Planning Commission Chairperson. The Chairperson will recognize all persons wishing to speak during public comment.

If, prior to the meeting, members of the public have certain questions or wish to provide input on any business that will be addressed at the meeting then such persons may contact the Planning Commissioners through \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_ Township Clerk, by email to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, or by mail at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The proposed text amendments and the \_\_\_\_\_\_\_\_\_\_Township Zoning Ordinance/Map/Land Use Plan may be examined at the Township Hall by contacting the \_\_\_\_\_\_\_\_\_\_\_\_Township Clerk during regular business hours on regular business days maintained by the Township offices from and after the publication of this Notice and until and including the day of the meeting.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Township will provide necessary reasonable auxiliary aids and services at the meeting to individuals with disabilities upon 72 hours advanced notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact the Township Clerk by email, phone, or mail at the below.

\_\_\_\_\_\_\_\_\_\_Township Planning Commission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: \_\_\_\_\_\_\_\_\_\_\_, Chairperson \_\_\_\_\_\_\_\_\_\_\_\_ Township, Clerk

 Street Address
 City, MI \_\_\_\_\_\_\_

 Phone 000-000-0000

 Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_