

**MONTVILLE TOWNSHIP  
BOARD OF ZONING APPEALS SPECIAL MEETING  
APRIL 1, 2024**

**PRESENT**

Elayne Siegfried, Vice Chairperson  
Cheryl Heinly      Donna Watkins  
J.C. Stouffer

**ALSO PRESENT**

P. Jeffers, Planning and Zoning Director  
B. Schwehm, Zoning Secretary

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**HANDOUTS:** 2024 Montville Township BZA Training

**AGENDA:** 1. Training Session

Board Vice Chairperson Elayne Siegfried called the Monday, April 1, 2024 special meeting of the Montville Township Board of Zoning Appeals to order at 6:30 p.m. and served as chairperson.

**ROLL CALL:** Board Member Donna Watkins – Present; Board Member Heinly – Present;  
Board Chairperson Elayne Siegfried – Present.

The special meeting had been advertised in the paper; there were not any contiguous property owners to notify. The official documentation of the proceedings would be the typed transcript.

Board Member J.C. Stouffer arrived at 6:32 p.m.

**1. TRAINING SESSION**

Training was presented by Attorneys Bill Thorne and Trina Devanney for Board of Zoning Appeals members. Please see attached handouts.

**ADJOURNMENT:**

**MOTION:** Board Member Heinly moved to adjourn the April 1, 2024 Board of Zoning Appeals special meeting.

**SECOND:** Board Member Watkins

A collective oral vote was taken.

Motion Approved: 4 – Ayes; 0 – Nays; 0 – Abstentions.

The April 1, 2024 Board of Zoning Appeals special meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Bonnie Schwehm  
Zoning Secretary

Signature \_\_\_\_\_  
Chairperson

Date \_\_\_\_\_