

BAY TOWNSHIP PLANNING COMMISSION

September 3, 2019 MEETING MINUTES

APPROVED

CALL TO ORDER

Dave Skornia called the meeting to order at 7:00PM and led with the Pledge of Allegiance. Also, in attendance were **Joe Jones**, ~~Steve Van Dam~~, Wendy Simmons, Xavier Gaudard, Jamie Shepherd, Planner (BRI) Shawn Winter, and Zoning Administrator Ron Van Zee. Lynn Maxwell and **Steve Van Dam** were absent (excused).

PRIOR MEETING MINUTES

MOTION by Van Dam, seconded by Simmons, to correct and dispense with the reading of the August 6th, 2019 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.

MOTION by Gaudard, seconded by Simmons, to approve the minutes of the August 6th, 2019 Planning Commission regular meeting as presented, passed upon unanimous affirmative vote of the Board Members.

AGENDA APPROVAL

MOTION by Simmons, seconded by Gaudard, to approve the agenda as presented, passed upon unanimous affirmative vote of the Board Members.

PUBLIC COMMENT

No public comments on non-agenda items.

PARKS & RECREATION UPDATE

Simmons reviewed for the residents in attendance the work that had been completed at the following four township parks/access locations: Maplecrest Preserve, Franklin Avenue, Sherwood Park and Eagle Island-Lily Pad.

PUBLIC COMMENT

Skornia opened public comment regarding Eagle Island-Lily Pad public access. Simmons stated after completion of the project (new signage, parking sign, bench and stairs into water) adjacent property owners were quite distressed with the work that had been done and had concerns about safety, noise, privacy and access. After discussion between adjacent property owners and members of the planning commission, a compromise had been reached to relocate large blue sign to lake side, move public access sign to entrance, move the bench to an agreed upon location and make it removable for winter, remove the parking sign and discuss native vegetation planting at homeowners' expense to protect property line and visual. The Board of Trustees passed the following motions on August 8th, 2019:

- 1. Unanimously to remove parking sign from Lily Pad Public Access site**
- 2. Unanimously to relocate and make bench non-stationary at Lily Pad Public Access site**
- 3. Three (ayes) to two (nays) vote to remove the blue sign from the premise and ask the county to replace with a small public access sign at Lily Pad Public Access site.**

John Nagle, a Bay Township resident and Eagle Island Road property owner, expressed his displeasure at the removal of sign and bench at the lake access point. As a frequent user of local boat launches, he had been pleased to see Bay Township promoting the various township parks/properties for public use. He stated that the public access near his property was the reason he had purchased his house decades ago. He feels the adjacent property owners do not want people to know the access is there. Nagle also has concerns regarding the homeowners using the public access as a driveway. Simmons stated that the removal of the entrance sign and bench at

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Lily Pad is disappointing to all planning commission members. Simmons (and other Planning Commission members) had reached a compromise (see above) with adjacent property owners and several of said compromises were voted down at the Bay Township August Board of Trustees meeting. Residents in attendance of planning commission meeting thanked the commission for all the work completed on each Bay Township lake access site this year and encouraged commission to keep up the good work. Skornia suggested the residents come to the Bay Township September Board of Trustees meeting and express concerns and complaints to BOT. Nagle submitted a letter and said letter will be attached to approved meeting minutes.

FLOW CHARTS

Skornia commented that after presenting the flow charts to the Bay Township Board of Trustees in August, the BOT requested a Resolution be requested from the BOT not an Ordinance. Planning Commission members and Winter (BRI) continued to review flow charts for Bay Township Master Plan Update. Van Zee expressed how complimentary various local commissions have been on the proposed flow chart. Simmons will write the resolution for the Board of Trustees to review and approve.

COMMERCIAL AREA MAP

Bay Township commercial district zoning map is incorrect. The County is aware and has been working on corrections. Per Winter, the Planning Commission will follow up with county. Upon receipt of corrected commercial zoning map, Simmons will submit to the Board of Trustees.

VILLAGE OVERLAY

Winter presented a draft of the Bay Township Village Overlay map. Winter created the draft of village overlay with focus on the properties within the village with Boyne City Road frontage. After discussion, Winter will update overlay draft map to include planning commission's input.

MASTER PLAN REVIEW

Simmons presented Board of Trustees questions/concerns on draft of chapter 8 (now known as Chapter 9). Items discussed for clarification in Master Plan edits included: 2019-2023 Bay Township Recreation Plan, promoting recycling, septic systems/water quality, zoning districts and waterfront setbacks. Winter will make edits and present at next Planning Commission meeting.

ZONING ADMINISTRATORS REPORT

Zoning Administrator Ron Van Zee reviewed the past months activities regarding Zoning Permits issued, Zoning Ordinance enforcement actions taken, and other related zoning activities.

BOARD OF TRUSTEES REPORT

Note: See the Board of Trustees August 8th, 2019 minutes for further detail.
Simmons reported on the Board of Trustees August meeting.

ZONING BOARD OF APPEALS

The ZBA heard two cases on August 13th, 2019. On the appeal hearing in the matter of Alice Keller, the ZBA approved the requested variance. On the appeal hearing in the matter of Melanie and Robert LaFave, the ZBA denied the requested variance.

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- OTHER** Skornia presented an opportunity for members to attend an MSU extension class.
- PUBLIC COMMENT** None received.
- ADJOURNMENT** *MOTION by Gaudard, seconded by Simmons, to adjourn the meeting at 8:56 pm, passed upon unanimous affirmative vote of the Board Members.*

Respectfully Submitted,

**Kristin Baranski
Deputy Clerk**