

BAY TOWNSHIP PLANNING COMMISSION

MARCH 7, 2017 MEETING MINUTES

APPROVED

CALL TO ORDER

Wendy Simmons called the meeting to order at 7:00PM and led with the Pledge of Allegiance. Also in attendance were Jamie Shepherd, Steve Van Dam, Lynn Maxwell, Joe Jones, James G. Vanek and planner Claire Karner. Dave Skornia was absent.

PRIOR MEETING MINUTES

MOTION by Van Dam, seconded by Maxwell, to dispense with the reading of the February 7, 2017 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.

MOTION by Vanek, seconded by Shepherd, to approve the February 7, 2017 Planning Commission regular meeting minutes as amended, passed upon unanimous affirmative vote of the Board Members.

AGENDA APPROVAL

MOTION by Van Dam, seconded by Maxwell, to approve the agenda as presented, passed upon unanimous affirmative vote of the Board Members.

PUBLIC COMMENT

None received.

BUILDING ENVELOP, LOT LINE, LOT LINE WATERFRONT PUBLIC HEARING

Simmons opened the public hearing on the proposed text amendments to the Bay Township Zoning Ordinance Article III (Definitions) at 7:03PM. Planner Claire Karner and the Planning Commission discussed the proposed definition changes by adding a new definition for "Building Envelop" and revising the "Lot, Line" and "Lot, Line, Waterfront" definitions.

Since there wasn't any public comment received, Simmons closed the public hearing at 7:05PM.

The Board felt that further clarifications were still needed to define the two lot line definitions before forwarding onto the county planning commission.

ACCESSORY DWELLING PUBLIC HEARING

Simmons opened the public hearing on the proposed text amendments to the Bay Township Zoning Ordinance Articles IV, VII, VIII, IX and XII pertaining to allowing Accessory Dwelling Units at 7:46PM. Planner Claire Karner and the Planning Commission reviewed the proposed amendments.

Since there wasn't any public comment received, Simmons closed the public hearing at 7:48PM.

The Planning Commission agreed the amendments were ready to forward onto the Charlevoix County Planning Commission for their review and comment.

MOTION by Van Dam, seconded by Maxwell to forward the proposed text amendments to the Bay Township Zoning Ordinance Articles IV, VII, VIII, IX and XII pertaining to allowing Accessory Dwelling Units on to the Charlevoix County Planning Commission for their review and comment, passed upon unanimous affirmative vote of the Board Members.

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OUTDOOR WOOD FURNACE NEWSLETTER ARTICLE

The Planning Commission reviewed Karner's proposed article to be included in the summer township newsletter. The article reviewed the planning commissions January public input session results by summarizing the health impacts of outdoor wood furnaces, the American Lung Associations grant program to upgrade outdoor wood furnaces, and the planning commissions revised approach on using the zoning ordinance to protect public health, instead of through a "stand alone" ordinance.

The planning commission reviewed Karner's proposed amendments to the zoning ordinance to regulate outdoor wood furnaces by regulating their placement on a lot, stack height, and along with a few other regulations.

ACCESSORY STRUCTURES ON VACANT PARCELS

Karner reviewed the most recent zoning ordinance text amendment draft of addressing accessory buildings on vacant parcels. The planning commission discussed the advantages/disadvantages of allowing this type of use.

Karner advised that by allowing this type of use, there could be some unintended consequences of spot commercial uses within the township. Also, safeguards should be put in place, such as deed restrictions, to address issues of property ownership changes.

MOTION by Van Dam, seconded by Maxwell to a May 2, 2017 at 7PM public hearing to receive public comment on the following zoning ordinance text amendment:

**1. Articles IV, VII, VIII, IX and XII pertaining to allowing Accessory Buildings on Vacant parcels.
passed upon unanimous affirmative vote of the Board Members.**

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 February 9, 2017 minutes for further detail.
Vanek reported on the Board of Trustees February meeting.

ZONING BOARD OF APPEALS

No meeting.

PUBLIC COMMENT

None received.

ADJOURNMENT

MOTION by Van Dam, seconded by Maxwell, to adjourn the meeting at 8:40PM, passed upon unanimous affirmative vote of the Board Members.

Respectfully submitted,

James G. Vanek
Planning Commission Secretary