

BAY TOWNSHIP PLANNING COMMISSION

MAY 1, 2018 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 Steve Van Dam, Wendy Simmons, Lynn Maxwell, Joe Jones, and Xavier Gaudard. Jamie Shepherd, was absent with excuse.

PRIOR MEETING MINUTES

MOTION by Maxwell, seconded by Van Dam, to dispense with the reading of the March 6, 2018 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.

MOTION by Van Dam, seconded by Maxwell, to approve the March 6, 2018 Planning Commission regular meeting minutes as presented, passed upon unanimous affirmative vote of the Board Members.

AGENDA APPROVAL

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

PUBLIC COMMENT

None received.

JOINT TRAINING SESSION WITH HAYES TOWNSHIP

Skornia reviewed the joint planning/zoning training session with Hayes Township, where Bryan Graham presented various examples of zoning board of appeals case, how the cases should be analyzed when comparing to the zoning ordinance, and the ultimate decision. Skornia, Maxwell, and Gaudard attended.

BUILDING ENVELOP- LOT WIDTH, LOT SETBACK DEFINITIONS

Karner reviewed the various dimensional definition updates for buildable area, lot (including corner, coverage, width and waterfront), setback and yard. Karner also presented the illustration for "Unplatted Agricultural & Residential Zoning Standards" which would be inserted in the zoning ordinance section 5.4. The Planning Commission liked how the drawing clearly depicted the various setback and height requirements. Karner will prepare additional illustrations for the following:

- Residential Platted Lots
- Waterfront Zoning Standards
- Accessory Structures
- Irregularly Shaped Lots

PUBLIC SURVEY RESULTS

Karner presented the community survey results report. All were very pleased with the response rate and felt the responses to the various questions were very informative. The Planning Commission liked the way Karner displayed the results as it was very easy to read and understand the results.

JOINT MEETING

The Board of Trustees will be attending the Planning Commissions June meeting, with the main purpose to review the community survey results. Other discussion topics will include using the survey results to update the goals and priorities portions of the master plan, and to discuss the various special use permits that have been approved by the Planning Commission.

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OTHER

The Planning Commission discussed possible articles for the township summer newsletter. Ideas include informing the township residents of the community survey results by posting the document on the township website, and also an educational article on road right-of-way, and who owns what within that right-of-way (trees, etc.)

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 April 12, 2018 minutes for further detail.
Simmons reported on the Board of Trustees April meeting.

ZONING BOARD OF APPEALS

Simmons stated there was a meeting in March and the appeal was denied. Simmons also discussed the Planning Commission member representative vacancy on the Zoning Board of Appeals. Simmons was the previous Planning Commission representative on the ZBA, but since she is now the clerk, she can no longer be the representative.

MOTION by Simmons, seconded by Van Dam to appoint Xavier Gaudard as the Planning Commission representative on the Zoning Board of Appeals, passed upon unanimous affirmative vote of the Board Members.

PUBLIC COMMENT

None received.

ADJOURNMENT

MOTION by Simmons, seconded by Van Dam, to adjourn the meeting at 9:08PM, passed upon unanimous affirmative vote of the Board Members.

Respectfully submitted,

James G. Vanek
Planning Commission Recording Secretary