

BAY TOWNSHIP PLANNING COMMISSION

August 8, 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, Jamie Shepherd, Joe Jones, Xavier Gaudard, Planner Claire Karner and Zoning Administrator Ron Van Zee.

PRIOR MEETING MINUTES

MOTION by Van Dam, seconded by Maxwell, to dispense with the reading of the June 5, 2018 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.

MOTION by Simmons, seconded by Maxwell, to approve the June 5, 2018 Planning Commission regular meeting minutes as amended, passed upon unanimous affirmative vote of the Board Members.

AGENDA APPROVAL

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

PUBLIC COMMENT

None received.

ZONING ORDINANCE SECTION 5.4 DRAWING REVIEW

Planner Claire Karner reviewed the updated illustrations and associated notes for "Unplatted Agricultural & Residential Zoning Standards", "Residential Platted Lot Standards", "Waterfront Overlay Standards", "Accessory Buildings", and "Irregularly Shaped Lots" which will be inserted in the zoning ordinance section 5.4.

Karner suggested if there are further changes to the draft document to form a subcommittee to edit the document and forward the proposed changes to the entire planning commission for their review and approval. Karner felt this would help streamline the approval process and get the document incorporated into the zoning ordinance in a timelier manner.

The planning commission agreed and so Karner will send out a Doodle ~~Pole~~ **POLL** questioner to see who is interested and available for a conference call/work session with herself and her intern to update/edit the various drawings.

The planning commission briefly discussed various clarifications that should be applied to the various drawings. These items will be addressed in the conference call work session.

MASTER PLAN UPDATE

The planning commission discussed including the recent citizen survey results into the Bay Township Master Plan. Discussions focused on deleting the old survey results within the Master Plan and replacing them with the most recent survey results.

This will be discussed further at the September meeting.

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

PUBLIC COMMENT

None received.

ADJOURNMENT

MOTION by Van Dam, seconded by Simmons, to adjourn the meeting at 8:27PM, passed upon unanimous affirmative vote of the Board Members.

Respectfully submitted,

James G. Vanek
Planning Commission Recording Secretary