

# BAY TOWNSHIP PLANNING COMMISSION

## January 2, 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 Steve Van Dam, Lynn Maxwell, Joe Jones, Xavier Gaudard, and Beckett & Raeder Planner Carrie Klingelsmith. Zoning Administrator Ron Van Zee, Wendy Simmons and Jamie Shepherd were absent (excused).

#### PRIOR MEETING MINUTES

**MOTION by Van Dam, seconded by Maxwell, to dispense with the reading of the December 4, 2018 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.**

**MOTION by Gaudard, seconded by Maxwell, to approve the December 4, 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 Jones, to approve the agenda as presented, passed upon unanimous affirmative vote of the Board Members.**

#### PUBLIC COMMENT

None received.

#### 2019 ELECTION OF OFFICERS

**MOTION by Van Dam, seconded by Gaudard, to open the floor for Chairperson nominations and to nominate Dave Skornia as Chairperson, with no further nominations, passed upon unanimous affirmative vote of the Board.**

**MOTION by Van Dam, seconded by Skornia to open the floor for Vice-Chairperson and to nominate Jamie Shepherd as Vice-Chairperson, with no further nominations, passed upon unanimous affirmative vote of the Board.**

**MOTION by Skornia, seconded by Jones, to open the floor for Secretary nominations and to nominate Wendy Simmons as Secretary, with no further nominations, passed upon unanimous affirmative vote of the Board.**

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

#### 2019 MEETING DATES

**MOTION by Van Dam, seconded by Maxwell, to schedule the 2019 Planning Commission regular meetings on the first Tuesday of each calendar month (except as noted below) to begin at 7 P.M.,**

February 5	August 6
March 5	September 3
April – No Meeting Scheduled	October 1
May 7	November 5
June 4	December 3
July – No Meeting Scheduled	January 7, 2020

**passed upon unanimous affirmative vote of the Board.**

# BAY TOWNSHIP PLANNING COMMISSION

## January 2, 2019 MEETING MINUTES

### APPROVED

#### BAY TOWNSHIP 2019-2023 COMMUNITY RECREATION PLAN PUBLIC HEARING

Skornia opened the 2019-2023 Bay Township Community Recreation Plan public hearing at 7:18PM.

Bay Township planner **PARKS & RECREATION CONSULTANT** Carrie Klingelsmith gave a brief overview of the various updates to the recreation plan, with the main update being a clarification of the 1987 and 1989 grant summary of funds received by Bay Township from the MDNR. Klingelsmith stated the 1987 grant (TF87-222) titled "Eagle Island/Walloon Lake" property acquisition never happened. The township reapplied for the grant (and was subsequently successful) and used the funds to acquire land at the end of Camp Sherwood road for Sherwood Park. The 1987 grant project title of "Eagle Island/Walloon Lake" cannot be changed by the DNR, so a note will be included in the recreation plan (Section 4.4) regarding this clarification.

Skornia opened the public hearing up to public comment at 7:26PM, with the following comments:

Heather Huffstutler: Introduced herself as the Director of Conservation Programs at the Walloon Lake Trust & Conservancy.

Stated their preserve at the end of Curtis Lane on Walloon Lake is not listed in the township recreational facilities Table 6-1.

Also, the language describing their organization in Section 8.1 needs to be updated. She will draft the updated language and forward onto the Planning Commission for their review and approval.

Caroline Keson: Introduced herself as a Water Resource Specialist at the Tip of the Mitt Watershed Council.

Would like their organizations "mission" verbiage updated in Section 8.1. She will draft the updated language and forward onto the Planning Commission for their review and approval.

Skornia closed both public comment and the public hearing at 7:32PM.

The Planning Commission deliberated on the various updates to the recreation plan and felt the document is complete and ready to forward to the Board of Trustees for their review and adoption.

**MOTION by Maxwell, seconded by Van Dam, that after hearing and incorporating the various input from the public during the public input and comment period, the Bay Township Planning Commission hereby approves and recommends to the Bay Township Board of Trustees, they adopt the 2019-2023 Bay Township Community Recreation Plan as a guideline for improving recreation for the residents and property owners of Bay Township, passed upon unanimous affirmative vote of the Board.**

# BAY TOWNSHIP PLANNING COMMISSION

## January 2, 2019 MEETING MINUTES

### APPROVED

#### SUBCOMMITTEE UPDATE

Skornia stated he and Gaudard toured each township road end and park, and for each site they compiled a list of improvements to enhance the current recreational areas and improve water quality.

The planning commission reviewed the list which consisted of six sites as follows:

1. Stolt Road end onto Walloon Lake
2. Eagle Island Road/Franklin Avenue
3. Sherwood Park
4. Sumner Road Access – Walloon Lake
5. Sumner Road Access – Lake Charlevoix
6. Wildwood Drive Access onto Walloon Lake

The planning commission reviewed the lake access and park sites improvement list, and prioritized the various recreational improvement projects that would qualify for funding through the Charlevoix County Parks & Recreation grant program as follows:

1. Camp Sherwood Park improvements
2. Sumner Road end/boat launch onto Walloon Lake
3. Wildwood Drive road end/boat launch onto Walloon Lake.

Representatives from the Walloon Lake Trust & Conservancy, Tip of the Mitt Watershed Council and Camp Michigania updated the planning commission on their various recreation activities as follows:

#### Walloon Lake Trust & Conservancy

Heather Huffstutler stated they are potentially purchasing property that would link the City of Boyne City property along Old Horton Bay Road, with the Boyne City school property and the State owned property abutting Walloon Lake in Bay Township.

They are also looking at building a walking trail system linking their “Maplecrest” preserve at the end of West Road, with their “Church Family” preserve along Camp Daggett Road.

#### Tip of the Mitt Watershed Council

Caroline Keson stated the Watershed Council has reviewed all of Bay Township’s road ends for a possible demonstration grant to improve Walloon Lake water quality using native plantings; this grant is specific to the Walloon Lake watershed.

#### Camp Michigania

Facilities Director Jeff Gardner stated he might be able to offer some assistance for various improvements at Sherwood Park, by using some of his employees to help with plantings and other activities. Also, he might be able to donate a couple of benches for the park.

#### ZONING ORDINANCE AMENDMENTS TO ARTICLE 5.4 AND 5.5

Skornia stated township legal review has been received on the proposed zoning ordinance text amendments to Articles III, IV and V. The legal review comments have been incorporated into the proposed zoning ordinance text amendment.

Claire Karner will review the changes at the February meeting.

#### ZONING ADMINISTRATORS REPORT

No report.

# BAY TOWNSHIP PLANNING COMMISSION

## January 2, 2019 MEETING MINUTES

### APPROVED

**ZONING BOARD OF  
APPEALS**

No meeting.

**BOARD OF TRUSTEES  
REPORT**

No report.

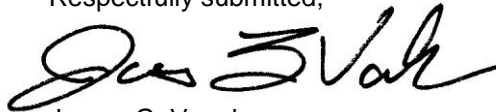
**PUBLIC COMMENT**

None received.

**ADJOURNMENT**

**MOTION by Gaudard, seconded by Maxwell, to adjourn the meeting at 9:03PM,  
passed upon unanimous affirmative vote of the Board Members.**

Respectfully submitted,



James G. Vanek  
Planning Commission Recording Secretary