

BAY TOWNSHIP PLANNING COMMISSION

February 5, 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, Jamie Shepherd and Zoning Administrator Ron Van Zee. Wendy Simmons was absent (excused).

PRIOR MEETING MINUTES

MOTION by Gaudard, seconded by Maxwell, to dispense with the reading of the January 2, 2019 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.

MOTION by Van Dam, seconded by Maxwell, to approve the January 2, 2019 Planning Commission regular meeting minutes as amended, passed upon unanimous affirmative vote of the Board Members.

AGENDA APPROVAL

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

PUBLIC COMMENT

None received.

BAY TOWNSHIP RECREATION SUBCOMMITTEE UPDATE

Skornia updated all on recent Parks & Recreation activities:

- The Bay Township 2019-2023 Community Recreation plan was submitted to the Michigan Department of Natural Resources (MDNR) for their approval.
- Applied for and received a \$6,000 "Building Healthy Communities" grant from the Northwest Michigan Health Department for parking area and walking trail improvements, along with directional signage at the Walloon Lake Trust and Conservancy Maplecrest Preserve at the end of West Road.

Total estimated project cost is around \$10,000; remaining \$4,000 coming from private donations.

- Finalizing three Charlevoix County Parks millage applications for road end/park improvements at Camp Sherwood Park, Eagle Island road end signage/bench and Franklin Avenue signage/bench.

The Planning Commission discussed applying for MDNR funds for Camp Sherwood Park improvements. Since a plan for Camp Sherwood hasn't been established, the Planning Commission decided to focus on local funding sources for now.

ZONING ORDINANCE AMENDMENTS TO ARTICLE 5.4 ATTORNEY REVIEW

Because of the poor weather conditions, the Planning Commission had a conference call with Planner Claire Karner to discuss the zoning ordinance text amendment legal review and the Master Plan Chapter 8 updates as follows:

Zoning Ordinance Text Amendments

Karner summarized the changes based on legal review as follows:

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- Per the Bay Township Zoning Ordinance (Definition; Impervious Surface), gravel driveways are considered to be impervious, thus no changes were made.
- On Pg. 1 Section 2. Amendment of Article IV, General Provisions; removed the footnote. The current ordinance specifies 65-FT for waterfront residential (Section 4.7), but 70-FT in general residential districts. † **KARNER** added a footnote to clarify 65-FT in waterfront residential (Figure 5.5D3).
- There is a note about waterfront overlay being removed and if this was intentional. It was intentional because it is not considered to be a separate zoning district, and instead has supplementary standards outlined in Article VI.
- Fixed spelling of Greenbelt

MOTION by Gaudard, seconded by Shepherd to forward the proposed Zoning Ordinance text amendments updating various portions of Articles III, IV and V to the Bay Township Board of Trustees for their review and subsequent approval, passed upon unanimous affirmative vote of the Board Members.

Master Plan Chapter 8 Update

Karner summarized the Chapter 8 updates as follows:

- Appendix "A" will replace the 2006 survey with the 2018 citizen survey results.
- Reviewed the "Action Plan" verbiage, along with the updated "General Policy Statements" and "Goals & Action Steps" for infrastructure & services, natural resources & open space, and development within Bay Township.

The Planning Commission discussed the various updates to Chapter 8 and **WILL** review the updated document at the March 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.

ZONING BOARD OF APPEALS

Gaudard stated they had a January organization meeting to elect officers. They have a March 6th variance hearing.

BOARD OF TRUSTEES REPORT

No report.

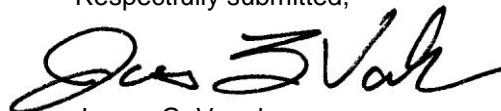
PUBLIC COMMENT

None received.

ADJOURNMENT

MOTION by Gaudard, seconded by Jones, to adjourn the meeting at 8:55PM, passed upon unanimous affirmative vote of the Board Members.

Respectfully submitted,



James G. Vanek
Planning Commission Recording Secretary