

BAY TOWNSHIP PLANNING COMMISSION

JANUARY 7, 2020 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 Xavier Gaudard, Jamie Shepherd, Lynn Maxwell, Wendy Simmons, Steve Van Dam and Joe Jones. Planner (BRI) Shawn Winter, Zoning Administrator Ron Van Zee and Kristin Baranski (Recording Secretary) were also in attendance.

PRIOR MEETING MINUTES

*MOTION by Gaudard, seconded by Sheperd, **Shepherd** to correct and dispense with the reading of the December 3rd, 2019 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.*

MOTION by Simmons, seconded by Maxwell, to approve the minutes of the December 3rd, 2019 Planning Commission regular meeting minutes as amended passed upon unanimous affirmative vote of the Board Members

AGENDA APPROVAL

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

PUBLIC COMMENT

Bill Mansfield, owner of Lavender Hill Farm, spoke. The barn turns 100 years old this year. Mansfield considers the barn a 'community asset' and would like to start getting the word out that Lavender Hill Farm will be throwing a concert/party in celebration on Friday, July 31st, 2020. Mansfield would very much like many Bay residents to attend. More details to follow.

Mark and Becky Lipchik, new owners of Glorie-B, spoke next. Lipchiks have submitted an application for a Special Use Permit to use some of their new property for a doggie daycare/boarding.

Motion by Gaudard, seconded by Simmons, to hear Special Use Permit for Horton Bay Dog Resort on Tuesday, February 4th, 2020 at 7:00 pm, passed upon unanimous affirmative vote of the Board Members.

2020 ELECTION OF OFFICERS

MOTION by Simmons, seconded by Van Dam, nominating Dave Skornia as Chairperson of Bay Township Planning Commission for 2020, passed upon unanimous affirmative vote of the Board Members.

MOTION by Jones, seconded by Simmons, nominating Steve Van Dam as Vice-Chairperson of Bay Township Planning Commission for 2020, passed upon unanimous affirmative vote of the Board Members.

MOTION by Simmons, seconded by Gaudard, nominating Lynn Maxwell as Secretary of Bay Township Planning Commission for 2020, passed upon unanimous affirmative vote of the Board Members.

MOTION by Simmons, seconded by Van Dam, nominating Xavier Gaudard as Bay Township Planning Commission Zoning Board of Appeals Representative for 2020, passed upon unanimous affirmative vote of the Board Members.

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2020 MEETING DATES

The Bay Township Planning Commission will hold its regular monthly meetings the first Tuesday of the month (except as noted below) at 7:00 pm on the following dates at the Bay Township Hall, 05045 Boyne City Road, in the Village of Horton Bay:

Tuesday, January 7, 2020	July 2020 (NO MEETING)
Tuesday, February 4, 2020	Tuesday, August 11, 2020*
Tuesday, March 3, 2020	Tuesday, September 1, 2020
Tuesday, April 7, 2020	Tuesday, October 6, 2020
Tuesday, May 5, 2020	Wednesday, May 6 th , 2020
Tuesday, November 10, 2020*	Tuesday, June 2, 2020
Tuesday, December 1, 2020	

*Dates changed because of scheduled Elections on first Tuesday of August and November 2020.

MOTION by Simmons, seconded by Jones, to approve Bay Township Planning Commission 2020 Monthly Meeting Dates, passed upon unanimous affirmative vote of the Board Members.

2019 YEAR IN REVIEW

2019 year in review moved to February 2020 Planning Commission meeting.

PARKS AND REC UPDATE

The 2020 County Millage Grant application process is now open. Applications need to be received by February 3, 2020 at 4:00 pm. Maxwell will research ideas for Simmons to present to Board of Trustees.

MASTER PLAN UPDATE

The 63-day review period has begun for the Bay Township Master Plan. Local townships/cities and the county have been notified. At the end of the 63-day period a public hearing will be scheduled to receive public comment.

ZONING MAP REVIEW

The Planning Commission reviewed and discussed the Bay Township zoning map supplied by Charlevoix County.

Motion by Gaudard, seconded by Simmons, to forward edited Bay Township zoning map for legal review, passed upon unanimous affirmative vote of the Board Members.

VILLAGE OVERLAY/ DISTRICT BOUNDARY MAP

The Planning Commission reviewed and discussed the Bay Township village overlay map. After legal review, next step will be to notify property owners in and around the village overlay for a public hearing prior to adoption of map.

Motion by Gaudard, seconded by Simmons, to forward edited Bay Township village overlay map for legal review, 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 December 2019 minutes for further detail.

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**ZONING BOARD OF
APPEALS**

N/A;

OTHER

N/A

PUBLIC COMMENT

N/A

ADJOURNMENT

**MOTION by Van Dam, seconded by Jones, to adjourn the meeting at 9:05 pm,
passed upon unanimous affirmative vote of the Board Members.**

Respectfully Submitted,

**Kristin Baranski
Deputy Clerk**