

BAY TOWNSHIP PLANNING COMMISSION

SEPTEMBER 1ST, 2020 MEETING MINUTES

CALL TO ORDER

Dave Skornia (Chair) called the ZOOM meeting to order at 7:00PM and led with the Pledge of Allegiance. Also, in attendance were Wendy Simmons (Board of Trustees Rep), Steve Van Dam (Vice-Chair), Joe Jones, Lynn Maxwell (Secretary), Xavier Gaudard and Ron VanZee (Zoning Administrator). Kristin Baranski (Recording Secretary), Shawn Winter (BRI) were also in attendance. Jamie Shepard was excused absent.

PRIOR MEETING MINUTES

MOTION by Gaudard, seconded by Maxwell to correct and dispense with the reading of the July 2nd, 2020 Planning Commission regular meeting minutes, passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Jones, Gaudard, Maxwell, Skornia

Nays: None

MOTION BY Simmons, seconded by Maxwell, to approve the minutes of the July 2nd, 2020 Planning Commission regular meeting as amended passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Jones, Gaudard, Maxwell, Skornia

Nays: None

AGENDA APPROVAL

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

A roll call was taken:

Yeas: Simmons, Van Dam, Jones, Gaudard, Maxwell, Skornia

Nays: None

PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARING

Public comments open and closed with no comment.

RESCIND JULY SPECIAL USE PERMIT APPROVAL

Applicant's plans have changed and have decided to tear down existing cabin and build principal structure on waterfront lot. The second parcel new plans include a principal structure as well.

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MOTION by Simmons, seconded by Maxwell, to rescind the Special Use Permit for the Collins Family Revocable Trust for property ID 15-001-006-022-10 located at 05000 VanHoesen Road for an accessory building without a principal unit, passed upon affirmative vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Gaudard, Maxwell, Jones, Skornia

Nays: None

MOTION by Maxwell, seconded by Gaudard, to rescind the Special Use Permit the Collins Family Revocable Trust for property ID 15-001-006-024-00 located at 05000 VanHoesen Road. for an accessory building, passed upon affirmative vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Gaudard, Maxwell, Jones, Skornia

Nays: None

WATERFRONT GREENBELTS

GENERAL DISCUSSION

Bay Township, as well as other local townships, are diligently working to ensure that waterfront greenbelts continue to be reestablished to protect lakes. Special Use Permits approvals provide a great opportunity for the Planning Commission to require enhanced greenbelts. The language in ordinance may need to be clarified. Winter will look into an audit of the Bay Township language to determine it needs to be updated as a near future project. VanZee requested Appendix A regarding Native Planting List. Winter will work on a list of native, non-evasive plantings appropriate for Bay Township.

DISCUSSION ON SPECIAL

USE PERMIT PROCESS:

Skornia led the discussion to better manage Special Use Permit public meetings, especially with controversial permit requests. Winter will put together guidelines and training materials for conducting a Public Hearing, allowing for comments as well as protecting the property owners' rights. Planning Commission is in agreement that the public attending a public meeting receive rules prior to the hearing beginning. Planning Commission members agree having a packet of relative ordinances and additional visual aids for review be included with application for Special Use Permit hearings to streamline meeting.

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REVIEW MASTER PLAN

REVISION DRAFT:

Planning Commission members were unanimously pleased with the draft presented by Winter. Winter presented an overview of Master Plan Revision Draft. Winter recommends sending the revised Master Plan to the Board to distribute for the mandatory 63-day review. Discussions included: various maps, photos, statistical charts, greenbelt language, zoning category versus assessed code.

MOTION by Maxwell, seconded by Gaudard, to request the Bay Township Board of Trustees approve for distribution and review the draft of the "Bay Township Master Plan" to pursuant to Section 41 (MCL 125.3841) of Public Act 33 of 2008; known as the Michigan Planning Enabling Act , passed upon unanimous affirmative vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Jones, Gaudard, Maxwell, Skornia

Nays: None

ZONING ADMINISTRATOR REPORT:

VanZee presented a zoning activity report.

ZONING BOARD OF APPEALS REPORT:

Gaudard presented a Zoning Board of Appeals report.

BOARD OF TRUSTEES REPORT:

Simmons represented a Board of Trustees report.

OTHER:

Congratulations to X Gaudard on running for Bay Township Board of Trustee.

CORRESPONDANCES: ZOOM meeting for Flood Zone Maps – VanZee will attend.

PUBLIC COMMENTS: N/A

ADJOURNMENT:

MOTION by Maxwell, seconded by VanDam, to adjourn, passed upon unanimous affirmative vote of the Board Members.

A roll call was taken:

Yeas: Simmons, Van Dam, Jones, Gaudard, Maxwell, Skornia

Nays: None

Respectfully Submitted,

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Kristin Baranski
Deputy Clerk