

# BAY TOWNSHIP PLANNING COMMISSION

## OCTOBER 6TH, 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, Jamie Shepherd (Vice-Chair), Lynn Maxwell (Secretary), Xavier Gaudard and Ron VanZee (Zoning Administrator). Kristin Baranski (Recording Secretary), Shawn Winter (BRI) were also in attendance. Joe Jones was excused absent.

### PRIOR MEETING MINUTES

**MOTION by Gaudard, seconded by Simmons to correct and dispense with the reading of the September 1st, 2020 Planning Commission regular meeting minutes, passed upon unanimous affirmation vote of the Board Members.**

**A roll call was taken:**

**Yeas: Simmons, Van Dam, Gaudard, Maxwell, Skornia, Shepherd**

**Nays: None**

**MOTION BY Gaudard, seconded by Maxwell, to approve the minutes of the September 1st, 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, Gaudard, Maxwell, Skornia, Shepherd**

**Nays: None**

### AGENDA APPROVAL

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

**A roll call was taken:**

**Yeas: Simmons, Van Dam, Gaudard, Maxwell, Skornia, Shepherd**

**Nays: None**

### PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARING

Public comments open and closed with no comment.

### VILLAGE OVERLAY DISTRICT

Winter presented the Charlevoix County Planning Commissions comments on the presented Village Overlay District. All comments were minor grammatical errors.

**MOTION by Simmons, seconded by Maxwell, to recommend approval of zoning amendment 41 establishing permitted uses and special uses,**

# **BAY TOWNSHIP PLANNING COMMISSION**

## **OCTOBER 6TH, 2020 MEETING MINUTES**

**applicable design standards, and location of the Village Overlay District in the text and on the zoning map, and other minor text corrections to the remaining zoning districts, passed upon affirmative vote of the Board Members.**

**A roll call was taken:**

**Yeas: Simmons, Van Dam, Gaudard, Maxwell, Skornia, Shepherd**

**Nays: None**

### **MASTER PLAN UPDATE**

Winter provided an update on the Master Plan. The Board of Trustees recommended distribution of the Bay Township Master Plan for comment. The 63-day comment period has begun. During the 63-day period, edits can continue to be made by Planning Commission.

### **SPECIAL USES EDUCATIONAL SESSION**

Special land uses of land which upon special review are determined to be compatible with permitted land uses and special uses in a zoning district. They are also known as conditional uses, special exception uses, and special approval uses. General standards in the ordinance help to maintain the characteristics of adjacent land uses, natural environment, and general character of area. The approval/denial process includes: the applicant, the zoning administrator and the Planning Commission. Winter presented a Power Point presentation.

### **GREENBELT PROTECTION LANGUAGE PROGRESS UPDATE**

Greenbelt Protection discussion will be added to November Agenda.

### **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:** N/A

**CORRESPONDANCES:** N/A

**PUBLIC COMMENTS:** N/A

**BAY TOWNSHIP PLANNING COMMISSION**

**OCTOBER 6TH, 2020 MEETING MINUTES**

**ADJOURNMENT:**

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

**A roll call was taken:**

**Yeas: Simmons, Van Dam, Shepherd, Gaudard, Maxwell, Skornia**

**Nays: None**

**Respectfully Submitted,**

**Kristin Baranski**

**Deputy Clerk**