

# BAY TOWNSHIP PLANNING COMMISSION

## MARCH 3RD, 2020 MEETING MINUTES

### CALL TO ORDER

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

### PRIOR MEETING MINUTES

**MOTION by Van Dam, seconded by Maxwell to correct and dispense with the reading of the February 4th, 2020 Planning Commission regular meeting minutes, passed upon unanimous affirmative vote of the Board Members.**

**MOTION by Simmons, seconded by Shepherd, to approve the minutes of the February 4th, 2020 Planning Commission regular meeting minutes as amended passed upon unanimous affirmative vote of the Board Members**

### AGENDA APPROVAL

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

### PUBLIC COMMENT

Bill Mansfield from Lavender Hill Farms reminded the community regarding the Barn Birthday Event on July 31, 2020. Horton Creek Blue Grass Band will be playing, and as promised there will be cake. Mansfield would like ALL Bay Township residents to attend. Tickets will go sale on the website on April 3, 2020.

### PUBLIC HEARING- VILLAGE OVERLAY DISTRICT

Skornia opened the public hearing for Village Overlay District at 7:09 pm. Zoning Ordinance (ZOA) 41 -Village Overlay District establishes the district boundaries, development standards and corrects minor text errors. ZOA 41 will preserve the integrity of the Village, allow for acceptable commercial, added language will guide development within Village Overlay District (design guidelines/building materials/etc) and restrict anything outside of residential to require a special use permit.

### PUBLIC COMMENTS

Public comments regarding Village Overlay District opened at 7:16 pm. Public comments included: clarification on zoning-**overlay district does not change zoning**; desire to maintain the feel of Horton Bay-**ordinance would require proper procedures in to protect community**. Public comments were in support of Planning Commission to protect the Village of Horton Bay. Simmons received numerous in support of keeping Horton Bay Historical. Resident request for parcels 045-30 and 045-60 be added to Village Overlay District. Public comments closed at 7:40 pm.

**MOTION by Van Dam, seconded by Maxwell, to forward Zoning Amendment No. 41 – Village Overlay District to the Charlevoix County Planning Commission for their review and comment, passed upon unanimous affirmative vote of the Board Members.**

### PUBLIC HEARING- ZONING MAP CORRECTIONS

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Skornia opened the public hearing for Zoning Ordinance Amendment (ZOA) 42-Zoning Map at 8:06 pm. Zoning Ordinance Amendment 42 addresses errors identified in the current Zoning Map that have occurred over the years. Public comment opened and closed at 8:06 pm.

**MOTION by Van Dam, seconded by Simmons, to forward Zoning Amendment No. 42 – Zoning Map Corrections to the Charlevoix County Planning Commission for their review and comment, passed upon unanimous affirmative vote of the Board Members.**

### PRELIMINARY REVIEW OF MASTER PLAN COMMENT

The Planning Commission reviewed the comments received (The Walloon Lake Association and Conservancy and Tip of the Mitt Watershed Council) in preparation for April public hearing. Simmons commented that the comments received appear to suggest it is unclear to agencies that it is a redraft of current Master Plan and not a New Master Plan. Charlevoix County will review for comment the Master Plan Edits at their next meeting. Winter will add missing maps and forward to local agencies.

**MOTION by Van Dam, seconded by Maxwell, to set a public hearing to receive comments on the Master Plan edits on April 7, 2020 at 7:00 pm at the Bay Township Hall, passed upon unanimous affirmative vote of the Board Members**

### PARKS AND RECREATION

Maxwell reported Charlevoix County approved 11 of the 13 millage requested projects. Maxwell encourages Bay Township to work together with Board of Trustees (perhaps a Board appointed Parks and Recreational Committee) to utilize grant money on future possibilities to better serve the community and Bay Township residents.

### ZONING ADMINISTRATORS REPORT

N/A.

### BOARD OF TRUSTEES REPORT

*Note: See the Board of Trustees February 2020 minutes for further detail.*

### ZONING BOARD OF APPEALS

N/A

### CORRESPONDENCE

Skornia reminded commissioners of webinars available from Citizens Planners. Maxwell will contact Citizen Planners to update email addresses.

### PUBLIC COMMENT

N/A

### ADJOURNMENT

**MOTION by Maxwell, seconded by Jones, to adjourn the meeting at 9:00 pm, passed upon unanimous affirmative vote of the Board Members.**

**Respectfully Submitted,**

**Kristin Baranski  
Deputy Clerk**