

BAY TOWNSHIP PLANNING COMMISSION

March 2nd, 2021

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 Nancy Blandford, Steve Van Dam (Vice Chair), Joe Jones, Xavier Gaudard (Board of Trustees Rep), Jamie Shepherd, Lynn Maxwell (Secretary). Ron VanZee (Zoning Administrator), Kristin Baranski (Recording Secretary) and Sara Kopriva (BRI) were also in attendance.

PLEDGE OF ALLEGIANCE

AGENDA AND PRIOR MEETING MINUTES

MOTION BY Van Dam, seconded by Blandford, to approve the amended March 2nd, 2021 agenda and the amended minutes of the February 2nd, 2021 Planning Commission regular meeting passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

Yeas: Maxwell, Van Dam, Jones, Gaudard, Skornia, Shepherd, Blandford

Nays: None

PUBLIC COMMENTS

Public comments open at 7:07 pm. Bill Mansfield and Rita Robbins from Lavender Farm shared their update plans/goals for 2021 with the Planning Commission. Public comments closed at 7:11 pm.

INTRODUCTION OF NEW PLANNER AND REVIEW OF CURRENT PROJECTS

Planning Commissioners introduced themselves to the Sara Kopriva (BRI Planner). Current projects the Bay Township Planning Commission will work on in 2021 include: waterfront regulations (including but not limited to shoreline stabilization structure regulations, maximum slope, high water and erosion), lot averaging, and template for special use permit requests. Winter (BRI) has submitted the waterfront regulations draft to the Charlevoix County Planning Commission to review at their March 4th meeting. Winter specifically requested feedback on the shoreline stabilization structure regulations.

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YEARLY REVIEW OF MASTER PLAN GOALS

Bay Township Planning Commissioners did a yearly review of the Master Plan Goals to identify objectives as “not applicable” or “ongoing” to best guide future development and perseveration of Bay Township. Goals were broken into three broad categories:

1. Infrastructure and Services
 - Improve and maintain the County’s roads within the Township to provide safe access for all users
 - Provide high quality trails, parks and other recreational amenities for residents and visitors
 - Support high quality public facilities and services to meet the growing needs of the Township’s residents and visitors
2. Natural Resources
 - Protect sensitive environmental resources including, but not limited to steep slopes, wetlands, wildlife habitat, springs, waterways and shorelines
 - Protect and promote the use of agricultural lands and activities within Bay Township
3. Development
 - Plan for development that preserves the Township’s rural character
 - Encourage a broad range of housing that meets the varying economic, lifestyle and stage of life needs of the community residents while protecting natural resources

SPECIAL USE PERMIT PUBLIC HEARING GUIDELINES

Gaudard presented guideline for a special use permit request process. The intention for the guidelines is as follows:

- Prepare applicants while completing the application
- Bay Township ordinance has been ~~compiled~~ **compiled** into one document for Planning Commission for review of case
- Agreed upon verbiage for consideration (yes or no/met or not met)
- Will include what decision was based upon (specific reason for denial)
- Guidelines could be supplied at time of application/emailed/available on website

ZONING ADMINISTRATOR REPORT:

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VanZee presented a zoning activity report.

ZONING BOARD OF APPEALS REPORT:

Blandford presented a Zoning Board of Appeals report.

BOARD OF TRUSTEES REPORT:

Gaudard presented a Board of Trustees report.

OTHER:

CORRESPONDANCES: N/A

PUBLIC COMMENTS: Opened and closed at 9:19 pm

ADJOURNMENT:

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

A roll call was taken:

Yeas: Maxwell, Van Dam, Jones, Gaudard, Shepherd, Skornia, Blandford

Nays: None

Respectfully Submitted,

**Kristin Baranski
Deputy Clerk**