

BAY TOWNSHIP PLANNING COMMISSION

May 4, 2021

CALL TO ORDER

Dave Skornia (Chair) called the ZOOM meeting to order at 7:01PM and led with the Pledge of Allegiance. Also, in attendance were, Steve Van Dam (Vice Chair), 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. Nancy Blandford and Joe Jones were excused absent.

PLEDGE OF ALLEGIANCE

AGENDA AND PRIOR MEETING MINUTES

MOTION BY Van Dam, seconded by Maxwell, to approve the presented May 5th, 2021 agenda and the amended minutes of the April 6th, 2021 Planning Commission regular meeting passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

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

Nays: None

PUBLIC COMMENTS

Public comments open at 7:07 pm. Peter Rhodes commented all s good in Bay and suggested support be made for encouraging a tax on bottling companies using public supply that could support dam inspections and repairs within the State of Michigan. Public comments closed at 7:11 pm.

BY-LAWS AND PUBLIC HEARING LANGUAGE

Gaudard presented a Special Use Permit Process Checklist and Quick Reference Sheet for the public. The Planning Commission has been working on streamlining and simplifying the special use permit process for applicants. The checklist includes Section 12.8, 12.11, 13.3, 4.7g and 4.34. This will help prepare applicants, the Planning Commissioners and the public to understand process and criteria of approval. The checklist will help to uphold the standards of the Bay Township Ordinance in an orderly fashion. The Quick Reference Sheet will be handed out to the public explaining the public hearing process and guidelines. Both items will be published on the website for public to reference and will be available at the Township Hall.

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MOTION BY Van Dam, seconded by Maxwell, to post The Public Hearing Process Quick Reference Sheet on the Bay Township website passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

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

Nays: None

MOTION BY Van Dam, seconded by Maxwell, to post The Bay Township Special Use Permit Process Checklist on the Bay Township website passed upon unanimous affirmation vote of the Board Members.

A roll call was taken:

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

Nays: None

BAY TOWNSHIP PLANNING COMMISSION BY-LAWS

The Planning Commissioners discussed the current By-Laws; adopted & effective January 6, 2009. The Commissioners felt as a whole the current By-Laws are cumbersome. A comparison was made to the By-Laws consisting of 20 pages for Bay Township versus Charlevoix County's are approximately 5 total pages. Kopriva will work on consolidating and simplifying the By-Laws.

ONGOING GREENBELT DISCUSSION

The Planning Commission continues to debate Greenbelt concerns to best serve the environment as well as residents. This will be an ongoing discussion.

ZONING ADMINISTRATOR REPORT:

VanZee presented a zoning activity report.

ZONING BOARD OF APPEALS REPORT:

N/A

BOARD OF TRUSTEES REPORT:

Gaudard presented a Board of Trustees report.

OTHER:

N/A

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May 4, 2021

CORRESPONDANCES: N/A

PUBLIC COMMENTS: Opened and closed at 9:19 pm

ADJOURNMENT:

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

A roll call was taken:

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

Nays: None

Respectfully Submitted,

**Kristin Baranski
Deputy Clerk**