

**BAY TOWNSHIP PLANNING COMMISSION**  
**Regular Meeting Minutes**  
**April 4, 2023**  
**Bay Township Hall**

**CALL TO ORDER**

Dave Skornia (Chair) called the meeting to order at 7:00 PM and led with the Pledge of Allegiance. Also, in attendance were: Barb Mathes-Alguire (PC Vice-Chair and Parks and Rec Rep), Nancy Blandford (ZBA Rep), Daniel Lisonbee, Steve Van Dam (Board of Trustees Rep), Joe Jones (Secretary) and Jamie Shepherd. Also present: Kristin Baranski (Recording Secretary-ZOOM) and Ron Van Zee (Zoning Administrator)

**PLEDGE OF ALLEGIANCE**

**AGENDA AND  
PRIOR MEETING MINUTES**

**MOTION BY Shepherd, seconded by Blandford to allow the recording secretary to amend March 7, 2023 regular Planning Commission meeting minutes to better reflect the Cottage Industry discussion and present for approval at May meeting and the April 4, 2023 presented agenda passed upon unanimous affirmation vote of the Board Members.**

***Yeas: Skornia, Blandford, Shepherd, Lisonbee, Mathes-Alguire, Jones, Van Dam***

***Nays: None***

**PUBLIC COMMENTS**

Public comments opened and closed at 7:21 pm with no comment.

**ARTICLE 17 FINAL LANGUAGE**

Planning Commissioners reviewed the latest draft of Article 17.

In addition to the Planning Commission, the Zoning Board of Appeals and the Board of Trustees have reviewed draft and provided comments through the proper representative.

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The Planning Commission would like additional direction from either Sara (BRI), Michigan Township Association (MTA) or Township Attorney, as to which word is correct in regards to reference to 'encroaching' on adjacent properties/setbacks/road right of ways.

The Planning Commission is working diligently to ensure the Article is clear for property owners as well as Zoning Board of Appeals members. Planning Commission discussed situations when an existing nonconformity (variance approved or created by Township action) is damaged by a natural or accidental disaster and what is the course of action for property owners as well as what would be approvable by Zoning Administrator and what would require ZBA approval. PC discussed at length what are requirements to consider a property abandoned. PC is requesting a legal definition for 'reconstructed'.

**MOTION BY Van Dam, seconded by Shepherd to forward Article 17 Text Amendments Edits to Township Attorney for legal review as well as request a legal definition of 'reconstructed' passed upon unanimous affirmation vote of the Board Members.**

***Yeas: Skornia, Blandford, Shepherd, Lisonbee, Mathes-Alguire, Jones, Van Dam***

***Nays: None***

**ZONING ADMINISTRATOR REPORT**

Van Zee presented an oral report.

- Application for SUP for an ADU that is currently built; it is 2 stories; exceeds 800 sq feet; Van Zee has not received a Shoreline Restoration Plan (for damaged greenbelt) as of yet; PC could approve ADU contingent on ZBA approval; original permit was for an open pavilion; opportunity to require an established greenbelt per approval; PC must take action on application within 45 days; ZA will request specific drawings, appropriate permits from local agencies, etc.

**MOTION BY Blandford, seconded by Mathes-Alguire to set a Public Hearing for a Special Use Permit for May 2, 2023 at the regular Planning Commission Meeting contingent on Zoning Administrator receiving completed packet from applicant passed upon unanimous affirmation vote of the Board Members.**

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*Yeas: Skornia, Blandford, Shepherd, Lisonbee, Mathes-Alguire, Jones, Van Dam*

*Nays: None*

**ZONING BOARD OF APPEALS REPORT**

Blandford presented an oral report.

**BOARD OF TRUSTEES REPORT**

Van Dam presented an oral report.

**OTHER CORRESPONDANCES/PC COMMENT**

**PUBLIC COMMENTS** Public comments opened and closed at 9:17 pm with no comment.

**ADJOURNMENT**

**MOTION by Van Dam seconded by Jones to adjourn at 9:127 pm, passed upon unanimous affirmative vote of the Board Members.**

*Yeas: Skornia, Blandford, Shepherd, Lisonbee, Mathes-Alguire, Jones, Van Dam*

*Nays: None*

Respectfully Submitted,

Kristin Baranski  
Recording Secretary