TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Torch Lake Township

Planning Commission Meeting

Community Service Building

APPROVED Minutes WITH CORRECTIONS 6-0

November 12, 2019

**Present:**  Kulka, Carleton, Stridiron, Shoemaker, Hawkins

**Absent:**  Petersen, Jorgensen

**Others:**    Graber, Martel, Grobbel

**Audience:**  11

**Recording Secretary:** J.

**1.**    **Call to Order Regular Meeting:**

Meeting called to order at 7:00 pm by Kulka.

Kulka welcomed new Commissioner to the Planning Commission - Bob Hawkins

Kulka thanked Goossen for his years on the Planning Commission

**2. Public Commentary**

Kulka explained the agenda and instructed audience to fill out form if they wish to speak. Kulka asked for any public commentary.

Chuck Goossen requested PC agenda revisions, specifically to include “headlines” instead of generic headings ie. “unfinished business”. Kulka explained that Unfinished Business is a standard agenda item and will appear if there are items to discuss or not, and there are not this week. Goossen asked if there was NO unfinished business, to please put NONE. Kulka said he would add NONE when there was no unfinished business in the future.

Bob Spencer asked a question regarding FOIA. Regarding the 8-13-19 PC Meeting - Report from the board (Petersen) whereas Petersen instructed the commissioners not to use their township email - Spencer asked why. Spencer said the PC and or board should speak to the township atty. regarding this. Spencer distributed a hand out from the Michigan Municipal League regarding the matter and read it to the PC.

Voss Guntzviller spoke regarding shooting ranges and the moratorium. He and his sons hunt and shoot targets and wanted to be sure he was able to still legally use his land for recreational shooting.

Tom Stillings spoke regarding shooting ranges. He gave Kulka a copy of the Firearms and Ammunition Act 319 of 1990. He said the Township can’t do what they think they want to do regarding shooting ranges. He read from the handout. He informed Kulka that now that he has received the paper he gave him (the Firearms and Ammunition Act) that he is now informed. This handout is included as an attachment to these meeting minutes.

**3. Consideration of Agenda**

Motion by Shoemaker to approve Agenda, seconded by Stridiron. Kulka called for discussion and vote; passing 5/0

**4. Approval of Minutes**

Stridiron presented the following clarifications;

Public Commentary - Alan Martel also referred to out township survey that reflected that 72% of the respondents were not in favor of short term rentals. Also that he was not in favor of short term rentals personally.

Item 12A Special Use Applications for STR: Adding that Stridiron commented that following approved locations were currently available in our township for STR. 1. A-Ga-Ming golf course: Capacity 100 people. 2 Torch Lake school house: capacity 4 people. 3. Torch Bay Inn: capacity 44 people. 4. Torch Lake B&B; Capacity 8 people. 5. R1 grandfathered STR: capacity 11 people - total 178 available beds. PC discussed the survey. J Petersen (recording secretary) asked if going forward could the district be clarified when talking about STRs. Meaning to clarify if they are speaking R1, R2, R3, Agricultural, Village Residential, Village Business or Village Commercial.

Motion to accept the clarifications presented by Stridiron and approve the meeting minutes. Motion by Stridiron, seconded by Hawkins . Kulka called for further comment and vote passing 5/0

**5. On-Going Reports**

**5A Zoning Administrator’s Report**

Graber distributed an updated *Checklist for October 2019* and TLT 2019 Land Use Permits spreadsheet through Permit #2019-52, Land Division App # LDA2019-3 and ZBA Appeals ZBA 2019-5. Violations, civil infractions, enforcement, court cases, pending court cases, complaints, on-going permit status, and current zoning applications were summarized. ZBA meeting tomorrow to hear a request for interpretation of the Zoning Ordinance.

**5B PC Representative on ZBA Report**

Shoemaker summarized last month’s meeting regarding the request for appeal to the Zoning Administrator’s decision.

**5C TLT Board Representative on PC Report**

Petersen absent

**6.   Correspondence, Meetings, Training, Announcements, etc.:**

Kulka encouraged PC members to attend or take the on line planning seminar given by the MTA

**7. Unfinished Business - NONE**

**8. New Business**

**8A Draft Meeting Schedule-** 2020 proposed meeting schedule was distributed.

Kulka made a motion to approve the 2020 meeting schedule, seconded by Stridiron, Kulka called for further comment and vote; passing 5/0

**8B Organization -** Kulka asked Graber to run the nominations - Stridiron nominated Kulka, Shoemaker seconded, Graber called for discussion and vote passing 5/0

Vice Chair - Kulka nominated Stridiron, seconded by Hawkins. Kulka called for further discussion and vote; passing 5/0

Secretary - Kulka nominated Carleton, seconded Shoemaker. Kulka called for further discussion and vote; passing 5/0

PC Representative to the ZBA - Kulka nominated Shoemaker and no vote is necessary

**8C Annual Report**

1st Objective: What is the TLT Master Plan and how should the Board, PC and ZBA utilize it. Kulka distributed hand out from Chris Grobbel regarding a presentation on the TLT Master Plan and training he could provide. The Draft Proposal from Chris Grobbel was distributed and reviewed and will remain a part of these meeting minutes. Kulka asked the commissioners for input for a date that might work for them. Kulka will request a Saturday in May of 2020.

2nd objective: Presentation to give an overview of the zoning ordinance. The presentation will help commissioners and the public navigate and understand the zoning ordinance. There was a public comment to video-record these presentations and put them on line for the public who cannot attend. Graber will look into making them into a webinar.

**9. Concerns of the Planning Commission**

**9A. Concerns of the PC Chair**

**9A1. Revise Bylaws to include required training** Kulka will be revising the bylaws in the next few weeks, and welcomes all PC input. Carleton asked if the new bylaws could be put on line. Shoemaker suggested all PC members read and review. Carleton and Kulka will be drafting the revisions.

**9B. Concerns of PC Members -** Graber would like PC to look into the ordinance regarding lighting (downward facing, commercial etc…) Graber will share an ordinance she found from Forrest Home Township that could help going forward.

**15. Public Commentary**

Kulka called for public comments and none were given.

**16.**  **Adjournment - 8:16pm**

With nothing further, a motion was made by Shoemaker to adjourn, the motion was seconded by Stridiron ; Kulka called for further discussion and vote passing 5/0.