TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED Minutes of Zoning Board of Appeals Meeting AS PREPARED

September 14, 2016

Community Service Building

Torch Lake Township

Present: Barr, Houghton, Spencer, Bretz, Jakubiak, Sumerix

Recording

 Secretary: Olsen

Audience: Vey, Martel, Kulka

1. Meeting was called to order at 7:08 p.m.

 2. **Roll Call:**

 Barr, Houghton, Spencer, Bretz, Jakubiak and Sumerix.

1. **Approval of Agenda:**

 Spencer said that Updated Information and Site Plans needed to be added. Also add meeting calendar.

 Vey suggested adding “Report From Zoning Administrator” to meeting agenda, or if there is not a meeting, sending an e-mail update

 Motion by Bretz for Zoning Administrator to give report on follow-up items and adding Report from Zoning Administrator to future ZBA Agendas, seconded by Jakubiak, passed 6-0.

1. **Approval of August 10, 2016 ZBA Meeting Minutes:**

 Motion to approve August 10 minutes by Houghton, seconded by Bretz, passed 6-0.

1. **Discussion of Status of Martin Gazebo:**

Martel talked about “structure” and “building” definitions. If the word “building” is added to 2.16B Ordinance, it would clear some of the confusion.

 In September 2015 letter from Township Counsel, Millar described it as an “accessory building”. The ZBA ruled it **was not** a structure.

 Further discussion suggested sending the argument back to Planning Commission for decision.

 ZBA consensus was to move on from Martin Gazebo.

 The Martins have not received anything in written form. Vey will send a letter to them.

1. **Discussion of Bucklew-Petrillo Shed/Deck:**

Vey said that there are two options:

1. Separate the deck and shed, then file a new variance.
2. Move shed out of set back area.

 In the last discussion, the Bucklew-Petrillos are looking at moving the shed back. Vey had sent them a letter regarding their denied variance and offered the options above. To be in compliance, they must be in conformance by April 1, 2017 or face fines.

 Vey also contacted by Soil Erosion Officer. He will go and look at current status. Once shed is removed, the deck would be allowed to remain.

1. **Report from Township Supervisor Regarding Matters of Interest to the ZBA:**

Martel said that in a discussion with Health Department, one of the qualifying statements for septic field size, is “How many conditioned (heated or cooled) rooms in your house can be used for sleeping?”

Martel also cited a meeting with Vey, Windiate, Houghton and Walworth, regarding the Open Meetings Act. Question raised about how the ZBA will set meetings and /or whether it will be an annual meeting plus quarterly meetings.

1. **Report from Norton Bretz Regarding Planning Commission Matters of Interest to the ZBA:**
* Bretz referenced the A-Ga-Ming Appeal and changes to their Club House.
* With regards to a request to change the language of the R-1 Zone, the PC voted to not make any changes.
* The Ordinary High Water Mark will be defined as 580.5 feet.

 9. **Miscellaneous Administrative Matters:**

ZBA reviewed the Site Plan Layout presented by Martel, which will become part of the Variance Appeal Application.

 Rules of Procedure, Application Forms and Sample Drawings were reviewed and Houghton and Barr will meet with Vey, to update and initiate changes.

 An updated version of all ZBA members’ e-mail addresses will be sent out.

 10. **Comments from the Public:**

 Another alternate is needed for ZBA. Alan and Sharon Schultz met with Bob Cook, a possible candidate.

 11. **Adjournment**

 With no further business, motion by Jakubiak to adjourn meeting at 8:52, seconded by Bretz, passed 5-0.