TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Torch Lake Township

Community Service Building

Zoning Board Meeting

APPROVED Minutes WITH CORRECTIONS 5-0

June 14, 2017

**Present:**   Barr, Houghton, Spencer, Jakubiak, Bretz, Cook

**Absent:** Sumerix

**Others:**    Vey

**Audience:**    Keelan, Pat

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

    Meeting called to order at 7:00 pm by Dave Barr

**2.    Approval of Agenda;**

    Motion by Barr to approve 6.1.17 agenda, seconded by Houghton; passed 5-0.

**3.    Approval of April 12, 2017 ZBA Meeting minutes**

Motion by Bretz to approve 4.12.17 minutes, seconded by Spencer; passed 5-0.

    **Approval of May 9, 2017 Combined meeting minutes**

Motion by Spencer to approve 5.9.17 minutes, seconded by Barr; passed 5-0.

**4.      Discussion of Bucklew / Petrillo Matter:**

Letters presented by Vey from and to Bucklew.  Landowners asked for a 90-day extension which was considered and resulted in a 30-day extension with stipulations.  They are required to present Vey a site plan with all boundaries and setbacks for him to approve. Spencer asked Vey about the use of the updated guidelines for site diagrams approved by the ZBA last fall. Vey said he is familiar with them and is using them with people seeking zoning permits. Also required is a signed agreement with a contractor who is to do the work and must include a date and time scope.  Finally, a copy of any other required permits must be submitted by the landowners as well.  Vey says we are 14 days into the 30-day extension and it appears they are making progress toward complying.New deadline is now July 1, 12017.

**5.  Norton Bretz: Update on matters of interest from the Planning Commission**

Bretz reported that the PC met 6.13.17 Topics of discussion were:

1. Master Plan review and survey - all comments must be emailed to Grobbel within 7 days
2. MMA - Taking/Waiting for direction of board if any.

**6.  Additional Zoning Administrator report**

    Meeting at Milton Twp. Hall 6/28/17 at 11am regarding short term rental legislation

**7.  Report from Township Supervisor**

Bob Spencer will be serving the township as a deputy supervisor with no township board voting rights during the absence of Alan Martel. He asked the ZBA members to vote on whether they felt a conflict of interest would exist if he continued to serve as a voting member of the ZBA. MTA and township attorneys felt no conflict of interest would exist because a deputy supervisor cannot vote on any board matter. After discussion, motion by Barr to allow Bob Spencer to continue to serve as a voting member of the ZBA during his service as the township’s deputy supervisor, seconded by Houghton; passed 4/0 with Spencer abstaining.

**8.  Misc. Administrative matters**

Spencer-  CLARIFICATION “discourse leading to a decision that leads to a policy is the violation of the OMA”

**9.  Comments/Concerns of the Public**

June 20th DNR meeting about the launch has been cancelled

    Other concerns and comments were asked for by Barr and there were none

**10.  Adjournment;**

8pm motion to adjourn by Barr; Second by Jakubiak passed 5/0