

**AGENDA
FOR BOARD
ACTION –**

**NEW
BUSINESS**

**NEW
BUSINESS
#1**

Hazard Mitigation Plan Adoption Resolution
Resolution No. ____

RESOLUTION # _____ by _____, seconded by _____.

Whereas _____, Michigan has experienced risks that may damage commercial, residential and public properties, displace citizens and businesses, close streets and impair infrastructure, and present general public health and safety concerns; and

Whereas the community of ANTRIM COUNTY has prepared a *Hazard Mitigation Plan* that outlines the community's options to reduce damages and impacts from natural and technological hazards; and

Whereas the *Hazard Mitigation Plan* has been reviewed by community residents, business owners, and federal, state and local agencies, and has been revised where appropriate to reflect their concerns;

Now, therefore, be it resolved that:

The *Antrim County Hazard Mitigation Plan* is hereby adopted as the official plan of

_____.

Yes -

No -

Absent -

RESOLUTION # _____ DECLARED ADOPTED.

NEW BUSINESS

#2

**TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN**

FEE & PERMIT SCHEDULE

Effective June 1, 2024

TYPE OF PERMIT OR LEGAL PROCESS	FEE AMOUNT*
Zoning Permit- any residential related construction; such as. new buildings of any kind, additions, and structures	\$150
Zoning Permit- any residential- , decks, walkways, fences located in property set back areas, etc.	\$50
Zoning Permit- business or commercial	\$150
Zoning Permit- Camper as Temp Dwelling (30) days	\$50
Zoning Permit- Temporary Dwelling	\$100
Zoning Permit- Revision/ Renewal	\$25
Zoning Permit- after the fact	Triple Regular Fee
Permit- Land Division (split) or Merger	\$300
Special Use Permit (including site plan review). Excluding communication towers.	\$450 + escrow (min. \$2.000)
Special Use Permit- communication towers (including site plan review).	\$3500 + escrow (min. \$2.000)
Site Plan Review- New PUD/PRD/Subdivision/Condominium,	\$1000 + escrow (min. \$2.000)
Site Plan Review- Commercial	\$325 + escrow (min. \$2.000)
Site Plan Review-Revision / Amendments	\$250 + escrow (min. \$2.000)
Rezoning and zoning amendments	\$500+ escrow (min. \$2.000)
Appeal- Zoning Board of Appeals Variance/ interpretation -	\$200
Appeal- Zoning Board of Appeals - appeal of Zoning Administrator's decision	\$400



Special Meetings (on day other than scheduled regular or normal monthly meeting day). Planning Commission or Zoning Board of Appeals.	\$600 (in addition to application fee)
Zoning Violation- un-remedied – Municipal Civil Infraction (MCI) 1st Offense \$100 Plus Court Costs: Future \$200 + Court Costs. \$100 Plus Costs 1st \$200 Plus Costs 2nd	\$100 Plus Costs (1 st) \$200 Plus Costs (2 nd)
Rentals-Short term rental Municipal Civil Infraction	\$500.00
Nuisance Ordinance Violation Ordinance #2021-02	\$500.00 per day.
Marijuana TLTW Prohibitions of Recreation Ordinance # 2019-3	Not < \$100.00 Not > \$500.00
Land Use Ordinance # 9 &10- 2007	Not > \$100.00/ Not > 90 days jail or both
Notary- non-resident only	\$10
Notary – Township property owner	FREE

Cemetery, Parks, Public Access, Launches, Road Ends, and Preserves

Access and Road Ends Ordinance Ordinance #10-2007	Infractions \$100.00
Cemetery Ordinance #6-2018	Not > \$100.00
Public Access and Mooring Ordinance #09-2007	1 st Offense \$100.00, 2nd Offense with-in 2 yrs. of violation date \$250.00 3rd Offense \$500.00. Knowingly violating ordinance is a misdemeanor. Penalty not > \$500.00 and/or imprisonment not > 90 days.
407 Launch- Ordinance # 9-2018	1st. Offense Not < \$100.00 plus other costs. Repeat offense Not < \$200.00 3rd. Offense Not < \$400.00. Violator/s may be asked to leave the property.
Torch Bay Nature Preserve Ordinance # 10-2007	Not > \$100.00 or imprisonment Not > 90 days or both. A Misdemeanor.

William K. Good Day Park Ordinance # 2024-01	Not < \$100.00 plus costs, and other sanctions. 1st. Repeat Not < \$200.00 2nd Repeat not < \$400.00
Beach Protection Ordinance # 0-75-0	\$100.00 fine

FOIA Fee Schedule

Copies 2 sided when possible	White copies Ten (\$.10) per page Color copies: Twenty (\$.20) per page
CD	\$5.00 per disc
Flash Drives	\$1.00 fee for each single transfer to individuals flash drive
FAX copies	\$2.00 for first page and \$1.00 for each additional page.
Labor	Calculated in 15-minute increments, a charge for the production of FOIA documents.
Deposit	50% of fees that will exceed \$50.00
Actual Postage or Shipping costs; cost of envelopes and/or mailers	Current Fee
Attorney Fees	Not to exceed 6 times the current State minimum hourly wage ex: (\$9.87): \$59.22
IT Support	Based on Charge to Township

Fee Schedule Amendment Record:

Amended 12/21/2005, Effective 12/22/2005

Amended 12/19/2017 (Board meeting), Effective 04/01/2018

Amended 1/19/21 (Board meeting), Effective March 16, 2021

Amended 7/20/21 (Board meeting), Effective July 20, 2021

FEE & PERMIT SCHEDULE (continued)

*If in the opinion of the zoning administrator, and with the approval of the supervisor, a decision is made to obtain additional professional (i.e., attorney, engineer, planner, etc.) review(s) that are necessary to ensure compliance with all applicable ordinances, standards, regulations and the Township Master Plan, the amount of the fee shall be determined by the Zoning Administrator after obtaining a cost estimate from the professionals who will be used. This additional fee amount shall be paid in advance and placed in escrow by the Township. This money shall be used to pay for said professional services. In the event that the full amount of the escrow for professional services is not used, it shall be returned to the applicant at the time of issuing the permit. All fee or escrow amounts shall be set by the Zoning Administrator with the approval of the supervisor, in an amount sufficient to reimburse the Township for costs that will be incurred by the Township and which will be reasonably necessary to process the application or request. In the event that the initial escrow amount is insufficient to reimburse the Township for its actual costs for professional services, the difference shall be paid by the applicant prior to receiving any permit. The applicant will be informed of such a decision and be given the opportunity to suggest an alternate to their request or to withdraw their application. Any disagreement with this requirement may be appealed to the township board.

At the request of the applicant, or if presented to the township board by another member of the board or by the zoning administrator, the waiving of any fee, with cause, may be considered by the township board.

**NEW
BUSINESS
#3**

Torch Lake Township Board Meeting May 21, 2024



Torch Lake Township Board of Trustees wishes to recognize the 50th Anniversary of National EMS week of May 19th- 25th, 2024. This year's theme is "Honoring Our Past, Forging Our Future".

This Board and the entire Community of Torch Lake Township acknowledge the Emergency Medical Services as a vital public service. Our "First Class" Ambulance/EMS team are ready to provide lifesaving care to those in need 24 hours a day, seven days a week to our citizens.

Our sincere appreciation as we recognize the accomplishments of Torch Lake Township EMS/Ambulance and best wishes for their constant safety and good health for the upcoming year.

We encourage all citizens to observe this week as EMS Week. Thank you.

NEW BUSINESS

#4



WM. K. GOOD DAY PARK

PAVILION RENTAL AGREEMENT

The William K. Good Day Park ("Park") is located on Public Dock Road in the Village of Torch Lake Township ("TLT"). The Park is located on the shores of Torch Lake. There are two Pavilions in the Park which are available for the public to rent. The Pavilion located closest to the water is referred to as the East Pavilion. The Pavilion located farthest from the water, on the ridge, is referred to as the West Pavilion. The Park prohibits smoking & alcohol (an alcohol consumption request requires approval from TLT). *

The Pavilions are rented by the half or full day. Half days are mornings from opening at 8:00 a.m. until 2:00 p.m. Afternoon half days are from 2:00 p.m. till closing at 10:00 p.m. You can check availability of your desired rental pavilion and time by calling the Torch Lake Township Clerk at 231-599-2036 x103.

Pavilion Rental Rates: Township Residents or property owners: Half Day \$30.00, Full Day \$60.00
Non-Township residents: Half Day \$150.00, Full Day \$300.00



Cleaning Deposit: A \$100.00 refundable cleaning deposit is required for the use of a Park Pavilion. If the Pavilion is not found to be in an acceptable clean condition (clean, tidy, & all garbage removed from the area), the refund will not be returned.

The rental date will be held for 7 business days, pending receipt of payment. Often there is more than one request for a specific date, thus rentals are on a first paid, first confirmed basis. Mail a check payable to **Torch Lake Township** with a completed Day Park Rental Agreement (if not already submitted via email), to:
Torch Lake Township, PO Box 713, Eastport, MI 49627.

Please complete the following information & return to:

- **In Person:** Torch Lake Township Office, 2355 N. US 31, Kewadin, MI 49648 *or*
- **Mail:** Torch Lake Township, PO Box 713, Eastport, MI 49627 *or*
- **Email:** clerk@torchlaketownship.org *or* virginia@torchlaketownship.org

Contact person responsible for this request:

Name: _____ Address: _____

Phone _____ Email: _____

Torch Lake Township Resident or Property Owner? YES _____ NO _____

Day and Date of Reservation: _____

Name for Pavilion Identification sign: (i.e., Jones reunion) _____

Pavilion desired: East Pavilion _____ West Pavilion _____

Time desired: Morning 8:00am-2:00pm: _____ Afternoon 2:00pm-10pm: _____ Full Day 8:00am-10:00pm: _____

IMPORTANT: Rental events where alcoholic is requesting to be consumed, must have the **prior** approval of TLT. TLT will require proof of a Host Liability Insurance Rider. This Rider, usually available through a homeowner's insurance policy, shall name Torch Lake Township as an additional insured. The Rider shall have liability limits no less than \$500,000 for a single occurrence and \$1,000,000 in the aggregate. Final approval to hold an event where alcoholic beverages are made available will only be considered upon receipt of the Host Liability Insurance Rider meeting the requirements stated above. This shall be provided to the Township Clerk's office within 14 days of the Clerk's (or TLT's authorized representative's) rental confirmation.

Please review the William K. Good Day Park Rules and Regulations below. Did you read them? YES _____ No _____

Signature of Person Responsible: _____

Print Name: _____ Date: _____

When rental fee & cleaning deposit are received, your reservation is confirmed. Confirmation will be sent via email.

William K. Good Day Park & Boat Launch Rules and Regulations*

- 1) PARK HOURS 8:00 A.M. to 10:00. P.M.
- 2) NO LIFEGUARD IS ON DUTY.
- 3) SWIM AT YOUR OWN RISK AND WITHIN THE AREA DEFINED BY BUOYS.
- 4) NO DIVING/JUMPING FROM THE PIER IS PERMITTED.
- 5) DOCK USE IS CONFINED TO USE OF BOAT LAUNCHING.
- 6) PETS ARE PROHIBITED ON THE BEACH AND IN THE SWIM AREA.
- 7) PETS MUST BE ON A LEASH.
- 8) GLASS CONTAINERS ARE PROHIBITED.
- 9) NO LITTERING.
- 10) NO USE OF TOBACCO, PLANT PRODUCTS OR VAPING PRODUCTS ARE ALLOWED IN PARK & PAVILION AREA.

*For a complete list of the Boat Launch & Wm. K. Good Day Park rules, See TLT Community website:

<https://torchlaketownship.org/New%20TLT%20Police%20Ordinance/2024-01%20Boat%20Launch,%20Pier.docx>

<https://torchlaketownship.org/Day%20Park%20Documents/PARK%20ORDINANCE%202023-01.pdf>