TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Torch Lake Township

Community Services Building

Planning Commission Meeting

APPROVED Minutes 7-0 WITH CORRECTIONS

April 13, 2021

**Present:**  Chair: B. Stridiron; Members: J. Kulka, L. Carleton, B. Budros, C. Shoemaker, B. Hawkins

**Absent:** J Merchant

**Others:**    B. Cook (TLT Supervisor), Sara Kopriva (TLT Planner), Dave Barr (ZBA Chair), Heidi Shaffer (Antrim County Soil Erosion)

**Audience: 2**

**Recording Secretary:** J. Petersen

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

Meeting called to order at 7:03pm by Stridiron.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited

**3.** **Public Commentary**

Stridiron called for public comment and there was none

**4. Consideration of Agenda**

Change item 9C to read Section 2.19 use of RVs as Temporary Dwellings

Motion by Hawkins to approve Agenda for 4-13-21 with change

Second: Kulka

Stridiron called for further comment and vote 6/0 motion passed

**5. Approval of draft minutes from 3-9-21**

One addition by Kulka: Add to Section 7A - Sub Committees can be 3 or less members who are to have no interaction with the others. 2. Pros and cons are not to be discussed, only listed

Motion by Kulka to approve draft meeting minutes from 03-9-21 as amended

Second: Shoemaker

Stridiron called for further comment and vote 6/0 motion carried

**6. Presentation by Heidi Shaffer from Antrim County Soil Erosion**

Heidi spoke to the group regarding Buffer zones and ordinances. She discussed the benefit and need for buffering between lawn and lake. She would like to see TLT write and enforce a buffer zoning ordinance. She presented pictures of the shoreline pre and post lawn fertilization and stressed the damage fertilization to lawns causes (algae loves fertilizer). Plants between land and lake protect the lake (buffer zone). Healthy habitat is balanced, less likely to have issues and will help stabilize shorelines. Helena Twp has a buffering ordinance, as does Elk Rapids Township. Enforcement and follow through are the biggest issues and proactiveness is key. A balance between enforcement and land owner respect is important as well. Education is the key. No one wants the lake to suffer.

Documents distributed included *Buffer Strips - Healthy Lakes Landscaping*, *Lake Friendly Protection Ideas*, *Riparian Buffer* (9pgs), *Michigan Natural Shoreline Partnership Suggested Native Plants. Health Lakes Landscaping.* Heidi told the group to feel free to reach out for help or for future presentations on hazardous waste, recycling, etc… anytime.

**7. On-going Reports**

 **7A. Zoning Administrator’s Report**

Stridiron distributed an updated *Checklist for March 2021,*  TLT 2021 Land Use Permits spreadsheet through Permit ZP#2021-22, ZBA Appeal #2021-3. Carleton reviewed report and read title into minutes.

 **7B. PC Representative on ZBA Report**

Shoemaker stated there was no ZBA meeting last month. The next ZBA Meeting is to hear two variance requests. The meeting is scheduled for April 14, 2021.

 **7C. TLT Board Representative on PC Report** Jason Merchant prepared and distributed the following report:

Carleton read report into meeting minutes.

To Whom it May Concern,

1. Board approved the amending of Nuisance Ordinance No. 2018-01 per the changes presented in the red line version and the repeal of Blight Ordinance 12-2007 and any previous junk or blight ordinance. Effective date is 30 days after publication.

2. Board approved the updated Fee and Permit Schedule.

3. Board approved all Torch Lake Township board members salaries for the fiscal year 2021-2022.

4. Board approved the Torch Lake Township Pay Schedule.

5. After listening to Bill Petersen present his plan of attack on some of the townships construction projects, the board approved the contract proposal by Drogt Excavating for cleaning out of the retention pond areas around the Township building. This project will start immediately.

6. Board approved the Antrim County Road Commission proposed 2021-2022 road work for Torch Lake Township per their proposal nor to exceed the existing balance in the road fund plus taxes to be collected. 2 of the projects include removing and replacing an existing culvert on Golden Beach Dr and seal larger cracks with hot melt crack filler, chip seal with CM-90 hot asphalt and 25A slag and for seal with asphalt emulsion on Erickson rd from US 31 to Joe Marks Trail.

7. Board approved a new 3 year contract for assessing services with AD Assessing Inc. This new contract starts May 1, 2021.

**8. Correspondence, Meetings, Training Announcements, etc.**

**8A.** Steve Langworthy presentation for ZBA and PC Members May 13, 2021 6pm

**9. Unfinished Business**

 **9A. Zoning Ordinance review of Chapter 2 (45 minute time limit start 8:08pm-8:53pm**

Motion by Stridiron: Leave section 2.19 as is and add sentence to apply for required permit, seconded by Kulka. Stridiron called for further discussion. Motion withdrawn

Motion by Kulka to eliminate approved by the District Health Dept. #3 and add “with a permit” after (30) days per year and add change “a” to “(1) one” recreational vehicle.... Motion seconded by Hawkins. Stridiron called for further discussion and vote passing 4/2. (Shoemaker & Carleton=No vote. Ordinance to now read “A one (1) time occupancy of no more than thirty (30) days per year with permit, may be permitted for one (1) recreational vehicle if it is self-contained and contains a sanitary system.”

 **9B. Carriage Houses and Accessory Buildings**

Stridiron called for vote from te group by show of hands whether to discuss this tonight resulting 2/4 this will not be discussed tonight. (Yes: Stridiron, Kulka)

 **9C. Section 2.19 Use of RVs as Temporary Dwelling**

Kulka distributed research including pros and cons and proposals for discussion. Kulka reviewed his research and the commissioners discussed all options. (discussion and results followed - see above).

**10. New Business**

 **10A Zoning District Amendment Hearing May 11**

Stridiron summarized amendment hearing scheduled for May 11 and stated he will be recusing himself from this discussion. Stridiron wants commissioners to do their homework well on this one, study and understand the appeal, and the facts, as well as ask yourself if this fits in with the Master Plan. Information will follow, Stridiron stated he would not go into detail as not to force opinion - please do not come to meeting having not looked at the information. Kulka will chair the meeting for this item.

**11. Concerns of the Planning Commission**

 **11A. Concerns of the PC Chair** urged the commissioners again to be prepared for May 11 hearing. He informed the group Sara and Jackie will be filling the need and role of Zoning Administrator.

**11B. Concerns of PC Members** Budros wanted to know why Deb Graber is not Zoning Administrator any longer.

Bob Cook stated that Deb Graber submitted her resignation effective 4-27-21 and will be on vacation until then. Sara Kopriva will perform the duties with Jackie Petersen will assist by fulfilling administrative support.

**11. Public Commentary**

Stridiron called for further comment and there was none.

**12. Adjournment at 9:18pm**

With nothing further, a motion was made by Kulka to adjourn, the motion was seconded by Shoemaker. Stridiron called for further discussion and vote passed 6/0.