

TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN

Torch Lake Township
Planning Commission Meeting
Community Service Building
Approved (5.19.25) Minutes
March 24, 2025

Present: Clarke, Walker, Ellison-Coats, Carleton

Absent: Graves

Others: S. Kopriva

Audience: 0

Recording Secretary: J. Petersen

1. Call to Order Regular Meeting:

Meeting called to order at 7:00pm Carleton

2. Pledge of Allegiance - *Recited*

3. Consideration of Agenda:

Review of minutes from August 26, 2024 at April meeting

M/S to approve agenda as presented; Clarke / Walker; Vote 4/0

4. Conflict of Interest - *None*

5. Approval of Minutes of October 28, 2024

M/S to approve October 28, 2024 meeting minutes as presented; Clarke/Walker; Vote 4/0

6. Public Comment - *none*

7. Correspondence - *none*

8. Unfinished Business - *none*

9. New Business

a. Election of Office

M/S to appoint Clarke as Chair, Graves as Vice Chair and Carleton as Secretary:
Ellison-Coats/Walker; Vote 4/0

b. Meeting Calendar

M/S to schedule the 2025 Planning Commission Meetings on the third Monday of the
Month. Carleton/Ellison-Coats; Vote 4/0

c. Annual Report Kopriva

d. Bylaw Review Commissioners will review and bring comments/changes next month or
email them directly to the Zoning Administrator.

10. On Going Reports

1. Zoning Administrator Report - Permits have been slow but picking up. Kopriva
reported the Planning Commission would be working on the Master Plan and Parks and
Rec throughout 2025.

2. PC Representative to ZBA - No meetings have been had

3. TLT Board Representative on PC Report - Kopriva Reported the board approved
funding for a Master Plan Revision.

11. Public Comment - *None*

12. Concerns of Commission

A. Chair - none

B. Members -*none*

C. Consultant - *reminder to send any Master Plan and Parks and Rec* comments/changes directly to the Zoning Administrator's email, do not CC te other commissioners.

13. Adjournment 7:18pm

M/S Clarke / Walker Vote; 4/0

Next Meeting: 4.28.25; 7pm