TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Torch Lake Township

Planning Commission Meeting

Community Service Building

APPROVED Minutes5-0

March 12, 2019

**Present:**  Shoemaker, Stridiron, Kulka, Petersen, Jorgensen

**Absent:**Carleton, Goossen

**Others:**    Graber

**Audience:** 7 attendees

**Recording Secretary:** J. Petersen

(Numbering is due to agenda and meeting continuation from public hearing to regular Planning Commission Meeting.)

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

Meeting called to order at 8:10 pm by Kulka

**7.**  **Public Comment**

Kulka called for public comment

Karen Baja spoke on behalf and in support of Lezlie Morrow and special permit application #2019-03

**8.    Consideration of Agenda**

Kulka proposed addition of item **13B** to discuss correspondence from the township supervisor

Motion to approve agenda by Shoemaker; seconded by Jorgensen. Kulka called for further discussion and vote. 5/0 motion carried

**9.   Approval of Minutes of February 12, 2019**

Item 5C states PC and should say ZBA

Motion to approve minutes by Shoemaker; seconded by Stridiron. Kulka called for further discussion and vote. 5/0 motion carried.

ender neutralizing of terms i.e. “Chairman” is replaced with “chairperson” etc. Also, the appeal response time was modified. The ZBA now has up to 5 days to notify requesters about decisions made at ZBA meetings. Copies were distributed and available, Kulka asked for any comments and or questions from the public - none were given.

**10. On-going reports**

**10A Zoning Administrator’s Report**

Graber distributed an updated *Checklist for February (March) 2019* and TLT 2019 Land Use Permits spreadsheet. Court judgements in our favor were received regarding short term rental violations. Violations, complaints, on-going permit status, and current zoning applications were summarized.

**10B PC Representative on ZBA Report**

Shoemaker stated there was no meeting in February and will not be one in March

**10C TLT Board Representative on PC Report**

Petersen reported that the board has been working on annual budgets and has them completed with a public review scheduled on March 19, 2019.

**11.    Correspondence, Meetings, Training, Announcements, etc.:**

Graber and Petersen will attend a conference put on by the MSU extension on 3-19-19 regarding farm and ag.

Kulka attended a Master Planning seminar course

MTA training is available - see Kulka for more info

**12. Unfinished Business**

**12A ZBA Proposed Zoning Ordinance Revision**

Kulka called for comments regarding the Chapter XX Zoning Board of Appeals Ordinance; Revised 1-9-19

Motion to approve by Petersen; seconded by Shoemaker Kulka called for comment and vote; 5/0 motion carried

Graber will send on to the county for approval.

 **12B Agriculture Outdoor Events**

Will be topic of discussion at special meeting scheduled March 29, 2019 at 6pm

 **12C Village Business Outdoor Events**

Will be topic of discussion at special meeting scheduled March 29, 2019 at 6pm

**13. New Business**

 **13A Special Use Permit application #2019-03**

Kulka summarized the events of the public hearing and the PC deliberated and discussed the matter. Using the guidelines in the zoning ordinance they discussed the Standards of Approval outlined in Chapter 17; Section 17.0 points D and E.

Motion made by Petersen to approve Special Use Application #2019-03 with conditions. 1) No overnight sleeping outside of the building will occur. 2) Number of vehicles not to exceed the 8 existing spaces. 3) A review at no charge will placed on the agenda for the Planning Commission Meeting for October 2019.

Motion was seconded by Kulka

Further discussion was asked for by Kulka

Jorgensen made a motion for requiring a buffer zone on the south side of the parcel. Motion was seconded by Shoemaker. Kulka called for a vote to adding a buffer. Vote was 3/1; failed (Petersen, Stridiron & Shoemaker= No; Jorgensen=yes and Kulka abstained

Kulka asked for further discussion and a vote; 5/0 motion (Petersen’s) carried.

 **13B JST rental in business zone Moratorium by Township Supervisor Alan Martel**

Martel reviewed his memo to the Planning Commission dated 3-1-19 regarding Moratorium- Short Term Rentals in Village Zones was distributed. The memo announced that at his recommendation a temporary moratorium be imposed on issuances of any short-term rental permits in the village zones of Village Business and Village Residential, Section 10.03 Special Uses, part O. Kulka asked the Planning Commission to read and review.

**14. Concerns of the Planning Commission**

Next Meeting 3-29-19 6pm to discuss outdoor events in village business and agricultural zones

**14A Concerns of the PC Chair**

The PC Annual report is in its draft version and will be submitted to the board with its annual budget request

**14B Concerns of PC Members**

Jorgensen suggested that for future Special Use and PUD applications, that applicants be required to submit a drawing that is ***to scale*** with dimensions - especially important when considering parking and septic. Kulka will look into adding “to scale” to the permit application.

**15. Public Commentary**

Kulka asked for and none was given

**16.**  **Adjournment - 10:40pm**

With nothing further, a motion was made by Shoemaker to adjourn, the motion was seconded by Stridiron; passed 5/0. Kulka adjourned meeting at 9:40pm