**TORCH LAKE TOWNSHIP**

**PLANNING COMMISSION MEETING MINUTES APPROVED AT SPECIAL MEETING ON NOVEMBER 10, 2022 PASSED 6-0 WITH CORRECTION**

**September 13, 2022**

**Community Services Building**

**Members Present:** D. Walker, B. Dvorak, L. Carleton, A. Graves, K. Woodward, J. Merchant

**Members Absent:** B. Budros

**Others:** S. Kopriva, J. Petersen

**Recording Secretary:** Veronica Beitner

**Audience:** 2

**1. Call to Order** at 7:00 pm by A. Graves, Chairperson

**2. Pledge of Allegiance** by all

**3. Consideration of Agenda:** Chair A. Graves reviews purpose and announced resignation of Bob Hawkins with thanks for service to entire community. Welcome to Kevin Woodward as 2-month appointment. (M/S) L. Carleton/ J. Merchant motion to approve agenda as outlined. No Discussion. Passed 6-0.

**4. Conflict of Interest:** None

**5. Approval of Meeting Minutes from June 14, 2022**: (M/S) L. Carleton/B. Dvorak motion to approve with spelling corrections. Passed 5-0 with K. Woodward abstaining. Correct spelling for L. Carleton which has omitted e from her name. Correct spelling of Cindy Hoisington which was incorrectly spelled boisington.

**6. Public Comment:** None

**7. On-Going Reports**

*A. Zoning Administrator’s Report* provided for review. Question regarding overall activity which is down this year.

*B. Planning Commission Representative to ZBA Report* provided by S. Kopriva. Review of meeting regarding a water set back summarized with denial decision.

*C. TLT Board Representative on PC Report* provided by B. Cook, Supervisor – Not a lot to review other than working on Noise Ordinance.

**8. Correspondence:** None

**9. New Business** opened with K. Woodward providing summary of credentials and desire to serve community.

*A. Noise Ordinance:* Brief provided by S. Kopriva. Torch Lake Township Board requested the Planning Commission consider issue and offer recommendation to the Board moving forward. Discussion ensued related to increase in complaints and/or general concerns in general. Surrounding township and Grand Traverse County Noise ordinances provided for review. Concern regarding which government department would enforce. At current, if there is a noise complaint there is not an enforcement mechanism. Commissioners reviewed individual research and thoughts on examples provided. Discussion on the subject of listing “nuisances” presented as a feasible option. Chair A. Graves proposes holding further discussion regarding Sheriff Department thoughts/concerns and to allow Commissioners to give more thought on issue. With review of Zoning Ordinance draft, this topic may benefit in that discussion. Noise Ordinance is a Police Power Ordinance that the Township Board has asked the Planning Commission to address as an advisory committee. Review of process options provided by S. Kopriva. 2017 Master Plan survey results regarding importance of noise concerns added for consideration.

*B. Draft Zoning Ordinance Review Process:* Document provided to all Commissioners by S. Kopriva. Schedule determinant on availability. Suggest 2 – 3 articles per meeting beginning October and lasting through February, 2023. Upon completion of review, a public hearing would be scheduled for public feedback. If needed, multiple public hearings could be scheduled before sending document to the County and then the Township Board. Suggestion by Commissioner K. Woodward regarding holding all public input until the entire document has been reviewed by the Planning Commission. Discussion ongoing regarding format, consideration of public comment and time limits to working sessions.

*C. ZBA Appointment:* Hold until next month.

**10. Unfinished Business:** Master Plan is due soon with reminder that discussion needs to begin and compliance options reviewed. High Water Mark topic will continue to be reviewed during the Zoning Ordinance review with a final determination anticipated.

**11. Concerns of Commission:**

A. Chair: None

B. Members: None

C. Consultant: Next meeting scheduled for October 11, 2022. There is an opportunity for Commissioners to attend the Michigan Planning Conference Planning Commissioners on Mackinaw Island that same week. J. Petersen to look into budget for attendees. Regular meeting may be rescheduled due to Zoning Ordinance study group meeting. S. Kopriva to send out date options.

**12. Public Comment:** None

**13. Adjournment: (**M/S) J. Merchant/B. Dvorak motion to adjourn at 8:32 pm. Passed 6-0.

Minutes Respectfully Submitted by Veronica J. Beitner and subject to approval at the next scheduled meeting.