TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Community Service Building

Zoning Board Meeting

APPROVED Minutes WITH CHANGES 5-0

July 10, 2019

**Present:** Chairman: Dave Barr Members: Cole Shoemaker, Bob Cook, Mark Jakubiak

**Alternates:** Jim Meinke, Jim Gainey

**Absent:** Greg Sumerix

**Others:** Deb Graber - Zoning Administrator

**Recording Secretary:** Jacqueline Petersen

**Audience**: 0

**1. & 2. Call to Order Regular Meeting / Record Members Present:**

Meeting called to order at 7:00 pm by Dave Barr

Roll call conducted by Barr

**3. Approval of Agenda;**

Motion by Cook to approve the agenda; seconded by Jakubiak, Barr called for further discussion and vote; 5/0 motion carried

**4. Approval of last ZBA Draft Meeting Minutes (June 12, 2019)**

Corrections: Item 4 - Cole Shoemaker was the member who seconded the motion

 Item 8 - “Holding off” was meant instead of “processing”

 Item 11 - Bob Cook did not “Stand” down, he “Stepped” down

 Item 9 - Moratorium is misspelled

Motion by Jakubiak to approve the draft meeting minutes from June 12, 2019 with corrections; seconded by Gainey, Barr called for further discussion and vote; 5/0 motion carried

**5. Conflict of interest to agenda items**

Barr polled all ZBA members asking if any conflict of interest and or recusal issues existed and there were none stated.

**6. Communications Received**

Barr read notice to ZBA from Bob Cook announcing his resignation as secretary of the ZBA

**7. Public Comment**

Barr called for public comment and none was given

**8. Report on Matters of Interest to the ZBA from the PC**

Shoemaker reported there was a short meeting 7-9-19; nothing to report

**9. Report from Zoning Administrator**

Graber stated $6500 has been collected to date for permits. Graber distributed an updated *Checklist for June 2019* and TLT 2019 Land Use Permits spreadsheet through Permit #2019-32, Land Division App # IDA2019-3 and ZBA Appeals 32019-2. Violations, complaints, on-going permit status, and current zoning applications were summarized. Templin case has been settled. Templin was given 2 years to remove the wall. After 10-31-23 anything remaining can be removed by the Township and billed to Templin. Graber also summarized launch and day park activities over the past two weeks and is looking to hire help during the month of August to patrol, enforce and collect launch fees at the park. $12/hr to man the station. Graber also stated a Day Park committee will be assembled and see A. Martel if interested. Graber also stated a personal shooting range located in an R1 district has been receiving complaints. Meinke asked how the lead would be disposed of and Graber stated she would find out.

July 24 is court date for civil infraction violations for Bachi and Wiltse.

**10. Miscellaneous Administrative Matters**

Motion by Barr to accept Cook’s resignation as secretary of the ZBA; Motion was seconded by Meinke. Barr called for final comments and conducted a roll call vote 6/0 motion carried. Barr stated he would accept nominations and none were offered. Barr then volunteered to work with Deb Graber to complete the secretarial duties for the remainder of the year. A motion was made by Jakubiak to accept Barr’s solution. The motion was seconded by Shoemaker. Barr called for additional comments and a roll call vote 5/0 Passing with Barr abstaining. Graber stated that Barr should be compensated the secretary’s additional stipend.

**11. Summary of Action items to be taken on or before the next ZBA meeting**

Graber reported no appeals or variance requests have been received and if none are received by 7-12-19 there will be no August meeting. If any are received before 7-12-19 the meeting will be on 8-14-19.

**10. Comments / Concerns of the public**

Graber, as speaking as a member of the public announced that open enrollment for AFLAC insurance is happening now and to see her for any needs and or questions.

**13. Adjournment**

With nothing further, a motion was made by Barr to adjourn, the motion was seconded by Jakubiak, Barr called for further comment and vote; passing 5/0. The meeting was adjourned at 10:00 pm