

Torch Lake Township Planning Commission (PC)

Regular Meeting Agenda

Monday April 22, 2024

7:00 PM

Community Services Building, Torch Lake Township, Michigan

Please turn off cell phones.

Public Hearing/Public Comment Rules:

Fill out comment card at the back of the room if you wish to speak. Turn into the secretary.

Each member of the public will be given 3 minutes to address the Planning Commission.

Comments should be directed at the Chair.

Please no clapping or cheering.

1. Call to Order
2. Pledge of Allegiance
3. Consideration of Agenda
4. Conflict of Interest
5. Approval of Meeting Minutes from March 25, 2024
6. Public Comment on Agenda Items other than Public Hearing
7. Correspondence
8. Unfinished Business
9. New Business
 - a. Zoning Ordinance-Next Steps
 - b. Master Plan-Next Steps
 - c. May Meeting Date
 - d. ZBA Representative
10. On-Going Reports
 1. Zoning Administrator's Report
 2. PC Representative to ZBA Report
 3. TLT Board Representative on PC Report

11. Public Comment

12. Concerns of Commission

- A. Chair
- B. Members
- C. Consultant

13. Adjournment

Next Meeting: May ?, 2024

TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN
Torch Lake Township
Community Services Building
Planning Commission Meeting
Draft Minutes
March 25, 2024

Present: Merchant, Carleton, Walker, Clarke, Ellison-Coats

Absent: Graves, Dvorak

Audience: several

Others: Sara Kopriva TLT Zoning Administrator / Certified Planner

Recording Secretary: J. Petersen

1. Call to Order Regular Meeting

Meeting called to order at 7 pm by Carleton

2. Pledge of Allegiance

The Pledge of Allegiance was recited

3. Consideration of Agenda

Motion by Merchant to accept revised agenda as presented; seconded by Clarke:. Vote: 5 /0 motion carried

4. Conflict of Interest

Graves asked if there were any conflicts of interest there were none

5. Approval of Meeting Minutes from December 12, 2024

Corrections: Date at top (should be December 12, 2024)

M/S to approve Meeting Minutes from December 12, 2024 with corrections:Merchant / Clarke Vote 5/0 motion carried

6. Public Comment on agenda items other than the public hearing and concept review

Mary Lee Bretz

Jennifer Hebert

7. Correspondence

None

8. Unfinished Business

None

9. New Business

1. Public Hearing SUP 2024-01 Postponed

- 2. Conceptual Review - SUP 2023-02** The Enclave of Eastport, Revised Plans for 33 self storage units at 12190 Barnes Park Road, Central Lake MI 49622. The applicant presented the conceptual review and answered questions of the Planning Commission.

10. On-Going Reports

- 1. Zoning Administrator's report** - as presented in packet / on desk
- 2. PC Rep to ZBA** - No meeting, no representative - PC needs to appoint new member for ZBA/PC
- 3. TLT Board Rep to PC** - Merchant updated PC

11. Public Comment

Public Comment was heard from:

Brian Agar

Elizabeth Johnson

Herb Roth

12. Concerns of Commission

- A. Chair - Absent**
- B. Members -**
- C. Consultant - Next Meeting April 22, 2024**

13. Adjournment @ 8:00pm

M/S Merchant / Clarke Vote 5/0

Date: 04.19.2024
From: Sara Kopriva, AICP
To: Torch Lake Township Planning Commission
Project: April PC Meeting

Zoning Ordinance- Next Steps

The next steps in adopting the zoning ordinance will be to schedule a public hearing on the draft. At the Planning Commission meeting, the updated draft of the zoning ordinance will be distributed. Once the draft is reviewed, the Planning Commission should determine a date for a public hearing on the draft. Alternatively, the Planning Commission can schedule a public hearing for the May meeting to receive public input in it's current form. Additional changes and corrections can happen during the meeting that the public hearing is at.

 initiative

Master Plan- Next Steps

With the zoning ordinance wrapping up, next steps are to start working on the Master Plan. The Planning Commission will need to determine if you would like to create a Request for Proposals to receive bids on the project or move forward with BRI doing the work.

May Meeting Date

The regular May meeting date is scheduled for Memorial Day holiday. If there is no business (currently there are no applications), the PC can cancel the meeting. If you would like to schedule a meeting, we can look at other dates. Currently nights I have open are May 29, May 30, June 3, or June 6.

ZBA Appointment

Due to a resignation, there is currently not a PC member representative on the ZBA. The PC will need to make a motion to appoint someone to the ZBA.

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