

TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN
Torch Lake Township
Community Services Building
Planning Commission Meeting
Approved Minutes
April 18, 2023

Present: L. Carleton, B. Budros, B. Dvorak, J. Merchant, K Woodward, A Graves

Absent: D. Walker

Others: Sara Kopriva TLT Planner / Zoning Administrator

Audience: 1

Recording Secretary: J. Petersen

1. Call to Order Regular Meeting

Meeting called to order at 7:03 pm by Graves

2. Pledge of Allegiance

The Pledge of Allegiance was recited

3. Consideration of Agenda

Motion by Dvorak to accept agenda as presented; seconded by Carleton. Vote: 6 /0 motion carried

4. Conflict of Interest

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

5. Approval of Meeting Minutes from March 14, 2023

1 change: change audience members to 3

Motion by Merchant to approve minutes with one change. Motion seconded by Dvorak Vote: 6 /0 motion carried

6. Public Comment on agenda items

None

7. On-Going Reports

A. Zoning Administrator's Report - presented to Planning Commission - report included in pkt

B. PC Representative to ZBA Report -No meeting in April

C. TLT Board Representative on PC Report - Merchant reported the Twp building & South fire station will get a new phone system. TLT now has a credit card. Ambulance fees have gone up. There is a new deputy clerk and deputy treasurer. Central Lake has approached TLT with discussion for cost sharing a police officer

8. Correspondence

Village of ER, intent to do Master Plan. Denise Walker submitted comments and pictures of signs for PC members to review. Barb Budros submitted pictures of signs for PC member consideration.

9. Unfinished Business

A. Zoning Ordinance Amendment - Signs

Motion by Carleton to approve Sign Ordinance amendment dated 4.11.23 and send to Antrim County Planning Commission and TLT Board and return to the illuminated and animated sign portion for further PC discussion at a later date when PC reviews the entire zoning ordinance. Motion was seconded by Merchant; Vote: 6/0 motion carried Roll call vote was conducted by Graves with all members voting "yea"

B. Review of Bylaws

Motion by Carleton to leave "G" as Kopriva drafted (encouraged vs. required); Motion seconded by Dvorak; Vote 5/1 motion carried (Budros = No vote)

Changes discussed were add "ing" to follow in item F and insert "strongly" before encouraged in section 3, item G.

Motion by Carleton to adopt modified bylaws version 1, 4.11.23 PC Bylaws with changes recommended by Kopriva and 2 changes discussed above. Seconded by Merchant; Vote 6/0 motion carried

10. New Business

A. Zoning Ordinance Amendment - Section 20.06 Dimensional Variance

Motion by Dvorak to schedule a public hearing for the amendment to section 20.06 "Dimensional Variance". Motion seconded by Carleton. Vote: 6/0 motion carried

B. Zoning Ordinance Amendment - Section 21.01 Amendment Criteria

Motion by Carleton to schedule a public hearing for the addition of section 21.02 "Amendment Criteria". Motion seconded by Dvorak. Vote: 6/0 motion carried

11. Concerns of Commission

A. Chair - Graves would like to schedule special meetings on Monday evenings in May to catch up on business

B. Members - Dvorak would like meetings to run longer instead of scheduling special meetings, Merchant is coaching HS softball, and games are scheduled and rescheduled for rain on Mondays. He will come if available, or may arrive late.

- C. **Consultant** - Suggests starting earlier than 7 - Kopriva will look at scheduling 2 Monday night special meetings in April-May/June in addition to regular meetings to work on more ordinance amendments. Next meeting 5.9.23 will be a public hearing for Torchport's Memorial Day event.

12. Public Comment

None

13. Adjournment @ 8:17pm

Motion to adjourn: Dvorak. Seconded by Merchant; Vote: 6/0 motion carried