TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

Torch Lake Township

Planning Commission Meeting

Draft Minutes

August 14, 2018

**Present:**  PC Members;  Shoemaker, Kulka (Chair), Carleton (Secretary), Jorgensen (Co-Chair), Petersen (Tlt board trustee)

**Absent:** Bretz, Goossen

**Others:**   Grobbel, Graber

**Audience:**   3 attendees

**Recording Secretary:** J. Petersen

**1.**    **Call to Order Public Hearing:**

Meeting called to order at 7:41 pm by Kulka

**2.    Public Commentary:**

Kulka asked for any public questions, comments or considerations and there were none offered

**3.    Consideration of Agenda**

Changes to agenda proposed by Kulka.

Add item 7C - Sections 19 & 22 regarding municipal infractions and citations.

Motion by Petersen to approve the agenda with addition; seconded by Jorgensen passed 5/0

**4.**    **Approval of June PC Meeting Minutes**

Motion by Jorgensen to approve June PC Meeting Minutes; seconded by Carleton; passed 5/0

**5. Ongoing Reports**

 **5A Zoning Administrator’s Report - Deb Graber**

Graber distributed *land use permits*  list and discussed new permits and applications and projects.

Graber distributed *checklist for*  August 2018 and discussed the status of ZBA #2018-3 appeal, current blight issues, short term rental violations, on going projects

**5B PC Representative to ZBA - Deb Graber**

reported there was no meeting in August and no meeting in September. The next ZBA meeting is in November to elect new members.

**5C Board Representative to ZBA - Bill Petersen** reported the township has hired a young man to enforce policies and observe the launch. The township is working on tightening up the enforcement of ordinances surrounding the day park. Graber also stated that signage was going up next week for permit-only parking. Township residents and paid guests will put a tag on their dashboard indicating they have paid the fee. as the sign indicates failure to do so may result in the township Towing the vehicle.

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

Graber will be attending water school at the MSU TC Horticultural Center Extension on September 17th and 18th. She is hopeful the topics covered will include septic and chemical lawn treatments.

**7.    Unfinished Business**

**7A Master plan public hearing**

Kulka updated the group on the master plan public hearing that was held prior to this meeting and will be held again Saturday August 25th at 10 a. M. At the Torch Lake Township with a full presentation from Chris Grobbel

**7B status of TLT board Direction on agricultural tourism outdoor events and Carriage Houses**

Graber reported that this will be on the next Township board meeting agenda as no Direction was given at the last board meeting. The pros and cons prepared by the Planning Commission were presented at the last Township meeting as the board requested.

**7C Zoning Administrator and Municipal Infractions- Section 22.01: Enforcement as amended in draft version (5\_11\_18).**

Graber presented an email to the group from Antrim County with their approval and a grammatical change. Section 22 . 02 subsection C will be corrected to say “any” instead of “andy”.

Motion made by Peterson to accept this change to Section 22. 02 subsection C. And send version 2; 5\_11\_18 “**an ordinance to amend section 19. 01 section 22. 01 + section 22. 02** to the Township Board for approval. The motion was seconded by Carleton, Kulka called for final comments and there were none.

The Planning Commission voted 5/0 in favor.

**9.  Concerns of the Planning Commission**

Attendance is mandatory for all PC members at the August 25th public input meeting 10 a.m. at Torch Lake Township building. Must have Quorum for this meeting to take place.

Graber reported that the new zoning books were available for all members and are to be left in the building and used during meetings for reference.

**10.  Public Commentary**

Kulka asked for public comment -

**11 Adjournment - 8:30pm**

With nothing further, a motion was made by Shoemaker to adjourn, the motion was seconded by Carleton; passed 5/0