**TORCH LAKE TOWNSHIP**

**APPROVED PLANNING COMMISSION SPECIAL MEETING 4-0 WITH CORRECTIONS**

**Thursday, November 10, 2022 6:00 pm**

**Community Services Building**

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

**Absent:** None

**Others:** S. Kopriva

**Recording Secretary:** V. Beitner

**Attendance:** 9

**1. Call to Order** at 6:01 pm by Chairperson A. Graves.

**2. Pledge of Allegiance by All**

**3. Consideration of Agenda:** No discussion. (M/S) K. Woodward/B. Budros motion to accept as presented. Passed 6-0

**4. Conflict of Interest:** None

**5. Approval of Meeting Minutes from September 13, 2022** – (M/S) K. Woodward/B. Dvorak motion to accept with correction. Section 11C year for next meeting should reflect 2022.

**6. Public Comment on Agenda Items:**  L. Scott, N West Torch Lake Dr. voiced concerns related to topics that should not be decided at the Planning Commission level. Specifically, proposed Zoning Ordinances’ changes. He notes that sections related to Solar Energy Farms and Wind Turbine Generators should not be included. As a member of the Steering Committee that reviewed current ordinances, he has voiced his concerns at that time as well. J. Kulka, San Marino Trail spoke to letter sent to Commission prior to meeting. Specific concerns to Draft Zoning Ordinance changes and role of the Planning Commission utilizing suggestions from a Steering Committee. Proposed several suggestions to maintain compliance with Best Practices. B. Spencer, N. West Torch Lake Dr. reviewed Proposed Torch Lake Township Zoning Ordinance. Questioned terminology in item #6.

**7. On-Going Reports –**

*A. Zoning Administrator’s Report* – Copy of current report will be provided to Commission tomorrow. Overall the department has been quiet.

*B. PC Representative to ZBA Report* – None

*C. TLT Board Representative on PC Report* – None

**8. Correspondence** – Communication from L. Scott, J. Kulka, P. Taylor and T. Joseph provided to Commissioners. Chair Graves noted that these correspondence appear to be specific to Zoning Ordinance topics such as Campgrounds, Breweries and Rentals. Based on tonight’s meeting intention, it is proposed to set these aside as the process begins with the review.

**9. New Business –**

*A. Draft Zoning Ordinance Review of Articles 1, 2, 3, 4 & 6.*

Chair Graves noted that in reviewing the document, he spoke to his suggestion that there be “red line” items that showed the current versus proposed. Additionally, he spoke to the Purpose of the work in connection with the timing as related to the Master Plan. K. Woodward concurred with comments related to having an opportunity to compare to prior Ordinance. D. Walker and B. Budros spoke to similar as well as how it relates with the Master Plan. B. Dvorak spoke to his comments made months ago and the need to review the Master Plan first with the Zoning Ordinance to be reviewed next. Feels there is more of a need to update the Master Plan versus the Zoning Ordinance. Suggests this be shelved for a time and go back to the Master Plan. B. Budros states that any changes to the law as it relates to current Ordinance would be appropriate to do now with any further review being put aside until the Master Plan review has been completed. K. Woodward asks for historical information relating to how the review of the Zoning Ordinance came about and thanks the Steering Committee for their work. L. Carleton spoke as a member of the Steering Committee and agreed that it would be helpful to have the format changed to reflect existing versus proposed changes. Feels there are items that need to be addressed now utilizing the topic of “signs” as an example. Shared her disappointment in the lack of attention to be given to the Steering Committees work at this time. Questions if the budget reflects funds to begin work on the Master Plan. Chair Graves summarized that the need for an updated Master Plan is necessary to use as a guiding point when reviewing the Zoning Ordinance. S. Kopriva, Zoning Administrator/Consultant provided a review that brought about the need for the work of the Steering Committee. The intent with the update was to ensure legal compliance, consistent throughout the entire Ordinance and utilize a Committee structure to better represent the Community in an efficient and timely manner. Notes that there are law changes that must be addressed now to keep the Zoning Ordinances compliant. B. Dvorak suggests an oral presentation by S. Kopriva to highlight the top 3 or 4 areas that are in urgent need to be reviewed. L. Carleton reminded the members that all the Steering Committees meetings were recorded and can be found on the Township Correspondence. Discussion continued regarding priorities and suggestions for moving forward. A. Graves asks S. Kopriva to come back with information related to signs as well as present the next few items that are imperative to review now. Master Plan review can be taken into comments and discussion as well. All members were in agreement with suggestion nullifying a need for a formal motion.

**10. Unfinished Business –**

*A. ZBA Appointment*: (M/S) Motion to appoint Kevin Woodward be the representative to the Zoning Board of Appeals for the Planning Commission. Passed 6-0.

11. Concerns of the Commission

A. Chair – Understands L. Carleton’s disappointment and appreciates all the hard work by the Steering Committee.

B. None

C. Consultant – Next meeting is December 13th at 6:30 pm and will have items requested to begin discussions. The January meeting will be setting the calendar for 2023.

13. Public Comments – L. Scott spoke to the enormity of the topic and the Commission’s desire to include Public input. Recommends giving consideration to sending out a survey. J. Kulka enjoyed the Commission’s dynamics and thanks Chair A. Graves for his leadership. Provided some historical information regarding prior survey in 2018.

14. Adjournment – (M/S) B. Budros/B. Dvorak motion to adjourn at 7:22 pm. Passed 6-0.