

HAYES TOWNSHIP
PLANNING COMMISSION REGULAR MEETING
MINUTES
April 16, 2019
Hayes Township Hall 09195 Old US 31 N
Charlevoix, MI 49720

Call to Order:

Chairperson Roy Griffitts called the meeting to order at 7:00 p.m.

Pledge of Allegiance to the flag

Members present: Roy Griffitts (Chair), Matt Cunningham (Board of Trustee Representative), Ed Bajos, Cliff Biddick, Marilyn Morehead and Doug Kuebler. Excused Absent: Omar Feliciano (Vice-Chair)

Audience: Larry Sullivan (Zoning Administrator), Frank Sheppard, Nancy Eklund, Harold Eklund, Kristin Baranski (Recording Secretary)

Review Agenda: Mr. Griffitts switched the Master Plan survey update, presentation by Clair Karner BRI to before the 2019/2020 budget discussion.

Declaration of Conflicts of Interests: None

Approval of Minutes (March 13, 2019 Public hearing on a request for a Special Use Permit):

Correct misspelling on line 68 **BAJOS**. Insert word **THE** on line 87 between postponed and application.

A motion made by Doug Kuebler and supported by Cliff Biddick, to approve, as corrected, the Public hearing on a request for a Special Use Permit minutes for March 13, 2019.

All supported by saying Yea, motion passed

Approval of Minutes (Regular meeting March 19, 2019): Line 131 change Mr. Griffitts to Mr. Sullivan.

A motion made by Doug Kuebler and supported by Marilyn Morehead, to approve, as corrected, the regular minutes for March 19, 2019.

All supported by saying Yea, motion passed

Report of Township Board Representative: By Matt Cunningham

The Board of Trustees held a monthly meeting on April 1, 2019 at 7:00 p.m. Fire Chief Dan Thorp gave an oral report. The board discussed a nonpartisan township ballot resolution with

no decision. Jo Ellen Rudolph made a presentation about H&D, Reith Reilley Sand and Gravel Pit Reclamation. Township Spring Clean-up will be in 2020. The Board approved up to \$2000.00 for a new Deputy Clerk laptop. Dee and Gary Janz will be the park host family. The board also approved Swanson K&D to remove the Arts and Craft building as well as up to 5 cabins at the Township Park/Camp Sea-Gull. A fireworks ordinance was discussed with no decision until further information can be obtained. The Board approved a \$50.00/month cell phone allowance for Supervisor Ron VanZee. After reviewing a recent Risk Assessment regarding Hayes Township, the Board approved a proposal request to be sent out to select engineering firms to address Risk Assessment findings. The next Board of Trustees meeting is scheduled for May 13, 2019 at 7:00 p.m. at Hayes Township Hall.

Report of Zoning Board of Appeals Representative: No activity to report

Zoning Administrator report: By Larry Sullivan

Mr. Sullivan, Zoning Administrator, presented a written report with an oral overview for March 2019. A zoning permit was issued to T Mobile SBA Comm. for the replacement and expansion of antennas and related equipment to the cellular tower located behind Bay Shore Steel Works in Bay Shore.

No new land divisions in March, 2019.

No nuisance complaints.

No zoning violations reported in March. Mr. Sullivan is still reviewing the files regarding the Landscape Supply North LLC property.

No short term rental licenses applications.

Mr. Sullivan is continuously providing information to the planning committee regarding the request by Elmer's for a special use permit.

New Business:

Request for postponement of SUP application by Elmer's: The planning commission approves an amended request to postpone resumption of the SUP hearing until July 16, 2019. No further discussion on the topic was held.

Master Plan survey update: Claire Karner from Beckett&Raeder gave an oral presentation and provided a written survey response analysis. The Hayes Township 2019 survey summary is available for review at the township. After Ms. Karner's presentation, several topics were addressed. Mr. Sullivan noted that the non-motorized trail should not be referred to as a bike trail, as well as Elmer's is not seeking a special **use** permit for a cement plant but a concrete batch plant. Mr. Griffiths began the discussion of how to incorporate the survey into the Master Plan. He relayed the committee has been going through the old master plan chapter by chapter

and have noted possible changes. Ms. Karner suggested intensive work sessions. Rezoning and spot zoning were two areas that will be worked on. Mr. Griffitts would like to schedule a work session prior to the next meeting. A work session is tentatively scheduled for April 30, 2019 at 7:00 p.m. (May 14th, 2019 is a backup date).

2019/2020 Draft Planning Commission Budget:

Recording Secretary 16 @ \$150.00/session	\$ 2400.00
Per Diem	\$ 9920.00
Office Supplies	\$ 750.00
Education	\$ 1250.00
Telephone	\$ 400.00
Publication/Printing	\$ 700.00
Services (BRI Proposal/Master Plan)	\$24,000.00
Total Budget submission	\$39,420.00

Marilyn Morehead made a motion, supported by Cliff Biddick, to present the amended Planning Committee budget draft to the Board of Trustees. A role call was taken.

Yea: Doug Kuebler, Ed Bajos, Marilyn Morehead, Cliff Biddick, Matt Cunningham, Roy Griffitts

Nay: None Motion passed

Old Business: No old business discussed.

Set Public Hearing Date: No public hearing dates to set for May, 2019.

Planning Commission Comments: None

Public Comment: Mr. Shepherd asked for clarification on the errors that are/may be on the zoning map. His concern was will the new Master Plan correct the errors. Mr. Sullivan explained that the Master Plan is an advisory map (what the Township may look like in the future). Planning Committee will know more ~~what~~ **when** the map is received from the county.

Set/Confirm date of next PC meeting: The Next regular Planning Committee meeting will be on May 21, 2019 at 7:00 p.m. at the Hayes Township hall. A work session for the Master Plan is scheduled for April 30, 2019 7:00 p.m. at the Hayes Township Hall.

Adjournment: Ed Bajos, supported by Cliff Biddick, made the motion to adjourn the meeting. All supported by saying yea. Motion passed

Recorded by:
Kristin Baranski

Respectfully Submitted by:
Omar Feliciano/PC Vice-Chair