

Minutes of the Hayes Township, Charlevoix County, MI

Planning Commission Meeting

September 18, 2018

Members attending: Cliff Biddick, Omar Feliciano, Matt Cunningham, Robert Jess, Marilyn Morehead, Ed Bajos, Roy Griffiths.

Members Excused: Bob Jess

Also Present: Larry Sullivan, Zoning Administrator, Julie Collard, John Royal, Elliot Falls

The regular meeting of the Planning Commission (PC) was called to order at 7:00 pm by Marilyn Morehead, Vice-Chair, who asked everyone to join in the Pledge of Allegiance. This was followed by a review of the agenda, adding the review of the Master Plan and reordering the Special Use Permit hearing.

After a brief discussion regarding what constitutes a Conflict of Interest, ~~here~~ **there** were no declarations of a Conflict of Interest.

There were no Public Comments unrelated to the Agenda.

The regular meeting was recessed at 7:07 pm and Ms. Morehead called the Special Use Permit hearing scheduled for September 18, 2018 to order.

The regular meeting was reconvened at 8:32 pm.

Report of the Township Board (BOT) Representative to the Planning Commission.

Mr. Cunningham reported that the BOT met three times in month of September. September 5<sup>th</sup> to discuss change orders for Camp Seagull, September 10<sup>th</sup> to update cemetery ordinance which passed, update the cemetery fees, private road plans for Northstar Development were accepted, PC continuing education requirements were discussed. AMAR report was discussed. Recreation Master Plan subcommittee was appointed and consists of Omar Feliciano, Cliff Biddick, Jerry Simpson and Ron Van Zee and potentially one other. The BOT will allow expenditure of \$4659.00 for the PC to survey the township as part of the Master Plan update. The BOT discussed expanding the cemetery committee and would like to advertise for interested volunteers. The BOT approved change orders #3&4 for Camp Seagull. The BOT approved Site Planning Co. proposal to remove phragmites from Lk Michigan shoreline. ~~Robin~~ **Robbin** Kraft submitted resignation effective September 20, 2018. A motion to appoint Patty Feliciano to temporarily replace Ms. Kraft failed. The PC Shoreland Protection Committee will have to go through the PC Chairman to access the township attorney. Mr. Hoadley asked that the PC address the two residences on one lot issue. Jim McMahan asked that the township develop a drain ordinance.

A special meeting was held on September 18, 2018 to pay the warrants of \$330,806.76 for work on phase one of Camp Seagull. A motion to appoint Patty Feliciano as temporary treasurer failed. A motion to appoint Julie Collard treasurer failed. The next regularly scheduled BOT meeting is October 8, 2018.

Mr. Bajos asked what was going to happen with the treasurer's position vacancy. Mr. Cunningham replied that the county clerk indicated that a special election should be scheduled for the position which would take place just prior to the regular election. The County Clerk suggested appointing the only candidate for the position in the regular election as she is running unopposed. The BOT could not agree on that.

Report of the PC representative to the Zoning Board of Appeals (ZBA).

There were no ZBA meetings in the previous month.

Zoning Administrator's report

Mr. Sullivan's report was included in the packet. He reported an error on the report heading in the permits section. 8 permits issued in the month of August. Four permits were for Northstar storage units.

One permit application is going to the ZBA for approval. Land divisions are still awaiting further documentation. No Nuisance complaints in August. Previous complaints are resolving at ToyBoxes, the Argonne Supper Club storage of excavated materials from the DeVoss building project continues. No short-term rental licenses issued. August/September PC materials produced. There may be a SUP revision application for the Featherly property located on US-31N, which does not require a public hearing but does require approval by the PC. A ZBA hearing is scheduled to renew a previously granted permit which expired before the project has begun.

New Business

Falls SUP completed.

Waterfront review subcommittee update provided by Mr. Griffiths who discussed the activity on the checklist update.

BOT funds for the Master Plan survey was reported by Mr. Cunningham in his report. \$4659.00. Ms. Morehead asked Mr. Sullivan if the notification to adjoining areas has gone out? Mr. Sullivan indicated that the consultant was responsible for that action. Ms. Morehead also suggested we table the review of sections 1&2 until next meeting where we review chapters 1-4. Discussion ensued on which data set to use for updating the census figures for the township. It was suggested that we use the American Community survey data set. Discussion ensued. It was decided to use the data from the Census reporter.

Approval of the minutes of August PC meeting.

Mr. Bajos made a motion to approve the minutes as corrected, Mr. Biddick seconded. Motion passed unanimously.

### Set Public Hearing Dates

There are no public hearings scheduled for the next month

Set Date of next Planning Commission meeting.

The date of the next PC meeting is October 16, 2018.

### Planning Commission Comments

Discussion about the availability of the minutes for publication was held. It was determined that any release of the minutes for publication had to go through the Clerk's office after the PC secretary has submitted the approved minutes.

### Public Comment

None

Mr. Bajos made a motion to adjourn the meeting, Mr. Biddick seconded the motion. Meeting adjourned at 8:57pm.

Approved as corrected October 16, 2018

Compiled by: R Griffitts

Submitted by: M. Morehead