

**Hayes Township Planning Commission
Regular Meeting
February 21, 2017**

The regular meeting of the Hayes Township Planning Commission was called to order at 7:03 p.m. at the Hayes Township Hall, 09195 Old US 31, Charlevoix.

Planning Commission members present were Bob Jess, Matt Cunningham, Marilyn Morehead and Pat Phillips and Ed Bajos. Steve Wilson and Cliff Biddick were absent. Also present were Marlene Golovich, secretary, and Larry Sullivan, ZA and Claire Karner.

Chair Marilyn Morehead asked to be joined in the Pledge of Allegiance.

Pat Phillips nominated Marilyn Morehead as Chairperson – votes 2
Matt Cunningham nominated Bob Jess as Chairperson – votes 3
Bob Jess is the PC Chairperson

Marilyn Morehead nominated Pat Phillips as Vice-Chair/Secretary – Pat declined
Pat Phillips nominated Marilyn Morehead as Vice-Chair/Secretary – 5 votes
Marilyn Morehead is the Vice-Chair/Secretary

Ordinance updates and the waterfront survey were discussed with Claire Karner of Beckett & Raeder.

Approximately 250 surveys were sent out to water front property owners with 69 people responding to date (see attached). The survey notice will go out with the assessment notices to the general public and they will have an opportunity to participate in the survey.

The PC will be working on updates for Sections 3.24 and 3.14 of the zoning ordinance.

They reviewed the preliminary language changes to Section 3.24 presented by Beckett and Raeder (see attached). Claire will provide a list of plants not as part of the ordinance but as a reference.

The bold A section is the new language replacing the current A section and the Section General Plant Type will be removed from the ordinance.

Marilyn asked if a site plan review could be a requirement for landscaping on the waterfront. Claire stated that Eveline Township does this and she would look into it.

Bob Jess asked if there would be a fee for the site plan review. Larry stated he would need to mull over the fees needed to offset the costs. If the PC is already meeting why would there need to be a fee? Everyone needs to be charged the same.

Matt asked for clarification if they were only talking about landscaping in the shoreland protection strip. Yes

Ed ~~the~~ stated the fee for someone that does not pull a landscaping permit should be increased. Larry stated that fee increase is not much of a deterrent to waterfront property owners.

Bob asked what is the percentage of the property being landscape would it take to make a permit necessary. A percentage could give them an end run around the ordinance if they just did a small percentage at a time.

Claire stated that there could be redundancy between Section 3.14 and 3.24 and maybe these sections could be combined. Larry stated that not all landscaping is waterfront so there is value in keeping both.

Bob asked if there were any “good” invasive species or should all invasive species be banned.

Claire asked if the PC wants a roll in the site plan review or just leave it up to the zoning administrator. She stated that the PC would have more flexibility in decisions than the ZA. Bob stated it would be a benefit to have the PC do it.

Larry suggested the PC check with Eveline Township to see what their fee schedule is.

Claire asked if the PC wanted to just do a pre-application review.

The fees are the Board of Trustees decision.

Claire stated that she would draft new language for the landscaping plan to go through the zoning administrator and/or language for the PC to do a site plan review for consideration. The PC consensus was for the PC to do a site plan review.

Claire stated she ~~receiv~~ **received** the waterfront updates that were prepared by MC Planning and Design. She said it was a good starting point. Several PC

members stated they did not have copies of the updates. A copy will be mailed to them.

The Planning Commission members reviewed the minutes from the December 20, 2016 regular meeting. Marilyn Morehead made a motion, supported by Ed Bajos to approve the minutes as written. Motion carried. Bob Jess was opposed.

Bob Jess stated that a comment about beach sand that was attributed to him was missing information. No correction made.

Matt reported on Township Board activities from their regular meeting.. The Board had an Eagle Scout presentation, adopted some policies, scheduled a special meeting on December 20, accepted a proposal from Anne Burnett for cleaning up zoning files, re-keyed the hall, and made changes to the hazardous mitigation plan. Matt reported on Township Board activities from their special meeting. Reviewed employee evaluation reports, no decision on park host was made, MTA conference attendance was determined, cemetery maintenance was discussed, hired an assistant for the BOR, and discussed Township email policy.

Zoning Administrator, Larry Sullivan presented a written report with an oral overview from December and January.

The next meeting of the Planning Commission is March 21, 2017.

No public comment.

Ed Bajos made a motion, supported by Marilyn Morehead to adjourn at 8:30 p.m. Motion carried.

Respectfully submitted

Marlene Golovich, recording secretary

Marilyn Morehead Planning Commission Secretary

Minutes approved as corrected March 21, 2017