

Hayes Township Planning Commission
March 17, 2020
Regular Meeting
09195 Old US 31 N, Charlevoix, MI 49720

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

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

Excused absent: Marilyn Morehead

Also, present: Ron VanZee (Zoning Administrator), Kristin Baranski (Recording Secretary/Deputy Clerk), and Shawn Winter (BRI) call in.

PLEDGE OF ALLEGIANCE TO THE FLAG: Mr. Griffitts asked everyone to join him the in the Pledge of Allegiance.

REVIEW AGENDA: Agenda approved

DECLARATIONS OF CONFLICTS OF INTERESTS: None

PUBLIC HEARING – NONCONFORMING WATERFRONT DISTRICT AMENDMENTS: There being no public in attendance and having not received any written comments, Mr. Griffitts open and closed public hearing at 7:02 pm.

Omar Feliciano made the motion, supported by Cliff Biddick, to send the draft Zoning Ordinance Amendment No. 031720 addressing the issue of waterfront nonconformities (as amended at the March 17, 2020 Planning Commission meeting) to the Charlevoix County Planning Commission for their review and comment, and to recommend approval to the Township Board should the County have no comments or objections. Should the County have comments or objections for consideration, the draft Zoning Ordinance Amendment shall return to the Planning Commission for deliberation.

All supported by saying Yea. **Motion passed**

PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS: None

APPROVAL OF MINUTES:

Doug Kuebler made a motion, supported by Ed Bajos, to approve the February 18th, 2020 regular meeting minutes as amended.

All supported by saying Yea. **Motion passed**

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REPORT OF TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION: By Matt Cunningham

The Hayes Township Board of Trustees held the regular monthly meeting on March 16, 2020. The Hayes Township Spring cleanup is scheduled for June 20, 2020. The Board passed a resolution to apply for a permit for swim buoys at Hayes Township/Camp Seagull Park. Ms. Collard and Mr. VanZee met with Beckett and Raeder regarding Hayes Township/Camp Seagull Park. Spring clean-up is scheduled for June 20th, 2020. The Board of Trustees accepted the low bid from Payne and Dolan for the Bayshore road project. Warren Nugent resigned as Clerk and the Board of Trustees appointed Deputy Clerk Kristin Baranski as Clerk. The next Hayes Township Board of Trustees meeting is scheduled for April 13, 2020 at 7:00 pm. at the Hayes Township Hall.

REPORT OF ZONING BOARD OF APPEALS REPRESENTATIVE: by Roy Griffiths

The Zoning Board of Appeals held an organizational meeting on February 12, 2020. The ZBA meeting on April 1, 2020 at 7:00 pm at the Hayes Township Hall is cancelled until further notice.

ZONING ADMINISTRATOR REPORT: Ron VanZee presented a written report of all zoning activities. Copy available at Hayes Township Hall.

SHORELAND SUBCOMMITTEE REPORT: N/A

ACCESSORY DWELLING UNITS: The Planning Commission will explore accessory dwelling units as a use allowed in the Township. An ADU is defined in some variation as: *A separate, complete housekeeping unit with a separate entrance, kitchen, sleeping area, and full bathroom facilities, which is an attached or detached extension to an existing single-family structure.* ADU's could provide additional income for homeowners, could help residents age in place, could provide adult children to return 'home', help with housing shortage in area. Considerations included:

- Special Use Permit to allow for conditions to be applied.
- Short term rentals allowed with license.
- Short term rentals do not address housing shortage
- Owner would have to occupy one of units (primary residence or ADU)

Planning Commission members will review Bay Townships ADU Ordinance as a reference.

SPECIAL EVENTS: The Planning Commission will begin review on the possibility of A Special Event Zoning Ordinance Amendment. Currently Hayes Township Zoning Ordinance does not contain language to regulate such possibilities. Norwood ~~Township~~ **Township** Special Events

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Zoning Ordinance Draft Amendment was reviewed. The Planning Commission agreed after discussion that their job is to protect the Township while allowing property owners to utilize their property. Shawn Winter (BRI) will provide relevant examples of ordinances for the PC to review.

COMMERCIAL DEFINITION: Mr. Kuebler will work with Mr. VanZee (ZA) on a definition to build on.

ORDINANCE FLOW CHARTS Mr. Bajos and Mr. Feliciano have been working on flow charts and informational steps to streamline permitting process for township and property owners. Ms. Baranski will research software for interactive sites.

SET PUBLIC HEARING DATES: April 14th, 2020 Public Hearing that tentatively scheduled is cancelled. The Zoning Corrections on the Hayes Township Zoning Map Public Hearing will take place during the May 19th Planning Commission meeting.

SET/CONFIRM DATE OF NEXT PLANNING COMMISSION MEETING: Next Planning Commission meeting will take place on April 21, 2020 at 7:00 pm. at the Hayes Township Hall.

PLANNING COMMISSION COMMENT: None

PUBLIC COMMENT: None

ADJOURNMENT: Ed Bajos, supported by Doug Kuebler, made the motion to adjourn the meeting at 8:25 pm.

All supported by saying Yea. **Motion passed**

Recorded by:

Respectfully Submitted by:

Kristin Baranski

Omar Feliciano/PC Vice-Chair

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