

HAYES TOWNSHIP
PLANNING COMMISSION REGULAR MEETING
MINUTES
June 18, 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), , Marilyn Morehead, Doug Kuebler and Omar Feliciano (Vice-Chair)

Excused Absence: Ed Bajos, Cliff Biddick

Also Present: Larry Sullivan (Zoning Administrator) and Kristin Baranski (Recording Secretary/Deputy Clerk)

Audience Members Signed In: Doug McCombs, Anthony Arianio

Review Agenda: Approved as is.

Declaration of Conflicts of Interests: None

Public Hearings: None

Public Comments: Master Plan address non-conforming lots

Public comments closed at 7:06 pm.

Approval of Minutes (May 21, 2019): Line 20 Insert **an** between added and email.

Doug Kuebler made a motion, supported by Marilyn Morehead, to approve, as corrected, the regular meeting minutes for May 21, 2019.

All supported by saying Yea. Motion passed

Report of Township Board Representative: By Matt Cunningham

The Board of Trustees met 3 times since the last Planning Commission meeting (May 21st Special Meeting, June 10th Annual Budget Meeting and June 10th Regular Board of Trustees Meeting). During the May 21st meeting the board made a resolution to amend budget, reviewed a 3 rail fence proposal for Hayes Township Park and approved down payment, denied

change order #9 from Performance Engineering, passed a motion to finish out remaining contract with Performance Engineering with no future change orders, any future fence projects at Hayes Township Park the Board will bid out, discussed a private road name change and approved the amount of \$6,850.00 be paid to Beckett & Rayder for a second opinion regarding the shale wall at Hayes Township Park. The first meeting on June 10, 2019 the Board presented the 2019/2020 Annual Budget. During the second meeting the Board adopted the proposed 2019/2020 Annual Budget, Treasurer Julie Collard read a letter of warning regarding Hayes Township Park safety issues from Hayes Township Attorney Bryan Graham, a road name resolution for Lawavoix Lane Private was passed, a motion carried to rebid Bayshore North road project January 2020 and the Board approved up to \$3,000.00 for signage and supplies for Hayes Township Park. The next Board of Trustees scheduled meeting is July 8th, 2019 at the township hall at 8:00 pm.

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 overview for May 2019. Two zoning permits were issued in May. A land division was approved for Crown Enterprises as well as for Bay Shore Woods LLC. One nuisance complaint was received in May. Mr. Sullivan, after receiving a complaint regarding an unlicensed short-term rental, is looking into additional properties that may be potential violations of short-term rentals as well. A written report is available at the township hall.

New Business:

Master Plan update/input review: John Iaocoangeli (BRI) presented a community framework map that includes all the areas of interest that planning commission members have compiled and presented to date. Mr. Iaocoangeli pointed out 2 areas of concern, Bayshore Area as well as commercial area adjacent to Charlevoix Township, as areas that need to be discussed further. Areas of interest for Planning Commission to consider for the future use map include but are not limited to: affordable housing, mixed use commercial, special planning considerations and establishing areas on future use map to account for the possibility of such areas. Mr. Iaocoangeli suggests holding an open house for township residents to come in and view maps presented by the planning commission in a casual forum prior to holding a public meeting. Mr. Iaocoangeli and planning commissioners worked together to add additional details to the community framework map to more accurately reflect current zoning/land use maps.

Old Business: Non-conforming lots were discussed. Mr. Sullivan referenced North Charlevoix Shores parcels that are currently erroneously zoned.

Set Public Hearing Date: A public hearing was set for July 16th, 2019 at the Hayes township hall to address the North Charlevoix Shores parcels.

Planning Commission Comments: Mr. Kuebler commented on what a beautiful day it was.

Public Comment: None

Set/Confirm date of next PC meeting: The Next regular Planning Committee meeting will be on July 16th, 2019 at 7:00 p.m. at the Hayes Township hall.

Adjournment: Doug Kuebler, supported by Marilyn Morehead, made the motion to adjourn the meeting at 8:15 pm. All supported by saying Yea. Motion passed

Recorded by:
Kristin Baranski

Respectfully Submitted by:
Omar Feliciano/PC Vice-Chair