

Hayes Township Planning Commission
April 29th, 2025
Regular Meeting
Hayes Township Hall
9195 Major Douglas Sloan Rd.
Charlevoix, MI 49720

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

Members present: CT Martin, Roy Griffiths (Chair), Rex Greenslade, Alexander Curley, Carey Cuddeback, Mark Snyder and Matt Cunningham.

Also, present: April Hilton (Deputy Clerk/Recording Secretary), and Ron VanZee (Zoning Administrator).

Audience: William Conklin, Diane Conklin, Kevin Willis, Doug Kuebler, Deb Narten, Danielle Hutchinson, Nathan Narten, Jim McMahon, and Diane McMahon.

REVIEW AGENDA:

Mr. Snyder made a motion, supported by Mr. Cunningham, to approve the agenda as presented.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, Carey Cuddeback, Mark Snyder and Matt Cunningham.

Nays: none **Motion Carries**

DECLARATIONS OF CONFLICTS OF INTERESTS: None

SPECIAL USE PERMIT HEARINGS:

Dewitt Marine-Application Withdrawn. Mr. Griffiths stated the Township has been researching the jurisdiction of MDOT. He has spoken to the Township attorney and MDOT and has found that MDOT does not have the right to allow something within the ROW that is against the Hayes Township Ordinance. The Township is researching and awaiting more information from the attorney on how the Township can go forward with reviewing this Special Use Permit with the new finding of facts.

PUBLIC COMMENTS: Public comments opened at 7:04pm.

- Correspondence attached.

- Appreciates the update on the Dewitt Marine Application.

Public comments closed at 7:07pm

APPROVAL OF MINUTES MARCH 18TH, 2025 REGULAR MEETING

Mr. Greenslade made a motion, supported by Mr. Curley, to approve the March 18th, 2025, regular meeting minutes as corrected.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, Mark Snyder, Matt Cunningham and Carey Cuddeback.

Nays: none **Motion Carries**

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REPORT OF TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION:

Matt Cunningham gave a report of Board of Trustees activities. Next regular scheduled Board meeting is May 12th 2025.

REPORT OF ZONING BOARD OF APPEALS REPRESENTATIVE TO THE PLANNING COMMISSION:

ZBA met on March 26th 2025 to review two variance requests. The ZBA approved a variance request for parcel located at 07115 Birdland Dr. Charlevoix MI 49720. The ZBA denied a variance request for parcel located at 6995 Birdland Dr. Charlevoix MI 49720. The ZBA does not have any scheduled meetings at this time.

ZONING ADMINISTRATOR REPORT: Ron VanZee presented a written report. Report is available on the Hayes Township website and for review at the Township Hall.

NEW BUSINESS

DISCUSS SEASONAL DEFINITION AS IT APPLIES TO DIFFERENT USES:

Mr. Griffiths stated that after the Special Use Permit Hearing for Dewitt Marine it was determined the Seasonal Definition in the ordinance is very vague.

The Current Definition in the Hayes Township for Seasonal Use is “Any use or activity that reasonably can or should only be conducted during certain months or seasons of a year. (Art. II-13)”.

After researching seasonal definitions in other neighboring township ordinances and how the City of Charlevoix handles seasonal uses, he found there were several questions for the Planning Commission to consider.

- 1) Do we need to amend the definition of seasonal on the Zoning Ordinance?
- 2) Does this definition offer enough specificity to allow establishing time frames around permitted activities in a variety of uses?
- 3) Do we need to establish specific definitions of seasons and with specific dates?
- 4) Do we need to link these to specific businesses or uses?
- 5) Can we add to the Zoning Ordinance that when a seasonal use is being applied for, does the Planning Commission confirm the actual dates and accurate descriptions of that use or simply make it one of the conditions of the special use permit?
- 6) How do we differentiate uses that have peak seasonal activity from those that have only a specific seasonal use?

The Planning Commission discussed these questions.

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The Planning Commission members came to a consensus seasonal use should be handled on a case-by-case basis. Will research adding language to the definition to include three seasons and the impact of putting conditions on seasonal use within the Township Zoning Ordinance.

OLD BUSINESS:

MASTER PLAN DISCUSSION:

The Planning Commission members will finalize their recommendations and changes to their section of the Master Plan and send them to the Clerk, they will then go to Rex Greenslade who has volunteered to edit and compile everything into a formatted draft for the Planning Commission to review.

SET/CONFIRM PUBLIC HEARING DATES:

None

SET/CONFIRM DATE OF NEXT PC MEETING –MAY 20th, 2025.

Next Planning Commission regular meeting will take place on May 20th, 2025, at 7:00 pm.

PUBLIC COMMENT:

Public Comment Opened at 7:53pm

- Stated they attended the County Commissioner meeting last week and they approved the engineering for the next two phases of the bike path.

Public Comment Closed at 7:54pm

PLANNING COMMISSION and STAFF COMMENT:

Mr. Martin requested if there has been any response or timeline from BRI?

Mr. Griffiths stated the Planning Commission needs to finish the Master Plan and if they have not received anything from BRI they will ask the Board of Trustees look into alternatives.

ADJOURNMENT: Ms. Cuddeback made a motion, supported by Mr. Martin, to adjourn the meeting at 7:56pm.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, Carey Cuddeback, Mark Snyder and Matt Cunningham.

Nays: none **Motion Carries**

Respectfully Submitted by:

April Hilton

Deputy Clerk/Recording Secretary