

Hayes Township Planning Commission
September 15, 2026
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: Roy Griffiths (Chair), Matt Cunningham, Alexander Curley, CT Martin, and Mark Snyder.

Excused: Carey Cuddeback and Rex Greenslade.

Also present: April Hilton (Recording Secretary) and Ron VanZee (Zoning Administrator).

Audience: Ellis Boal, Luanne Kozma, Diane Conklin, William Conklin, and Carol Umlor.

REVIEW AGENDA:

Add item 10a under New Business to discuss the Master Plan

Item 13: Special meetings for the Zoning Ordinance are tentative dates and may be subject to change.

Mr. Snyder made a motion, supported by Mr. Curley, to approve the amended agenda.

Yeas: Roy Griffiths, Alexander Curley, CT Martin, Mark Snyder, and Matt Cunningham.

Nays: none **Motion Carries**

DECLARATIONS OF CONFLICTS OF INTEREST: None

APPROVAL OF MINUTES AUGUST 18, 2026 REGULAR MEETING

Mr. Martin made a motion, supported by Mr. Snyder, to approve the August 18, 2026 Regular Meeting minutes as presented.

Yeas: Roy Griffiths, Alexander Curley, CT Martin, Mark Snyder, and Matt Cunningham.

Nays: none. **Motion carries**

PUBLIC COMMENTS- RELATED TO AGENDA ITEMS:

Public comments opened at 7:03 pm.

Comments included: Planning Commission/Planning Consultant meeting agendas; Planning Commission members' reappointments for Carey Cuddeback and Mark Snyder; Planning Consultant Contract.

Public Comment closed at 7:06 pm.

REPORT OF TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION:

Mr. Cunningham gave a report on Board of Trustees activities. The next regularly scheduled Board meeting is on October 12, 2026 at 7 pm.

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

ZBA did not meet.

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

NEW BUSINESS

SHORELINE LANDSCAPING PLAN- 11935 PA-BA-SHAN:

Mr. Curley made a motion, supported by Mr. Snyder, to approve the Shoreline Protection strip landscape plan to leave the shoreline protection strip in its natural state for 11935 PA-BA-SHAN as submitted.

Yeas: Roy Griffiths, CT Martin, Mark Snyder, Alexander Curley, and Matt Cunningham.

Nays: none. **Motion Carries**

OLD BUSINESS:

SHORT TERM RENTAL AND DATA CENTER ADVISORY GROUP UPDATE:

CT Martin and Roy Griffiths presented brief updates on the Short-Term Rental and Data Center Work Group progress.

- Short-term rental advisory group will meet Monday, September 21st 2026, to review a draft Short-Term Rental Ordinance. This is not a quick and easy project and will take several months to perfect and adopt. This will offer the board another option for managing short-term rentals, following the decision made at the board meeting on September 14th, 2026.
- The Data Center advisory group has researched the three strategies for enforcement against data centers: excluding them altogether, banning them, or creating strong ordinance regulations. The advisory group has worked diligently to create a draft ordinance that was posted online today for public review. With the Moratorium in place, the timeline for accepting an ordinance is short unless the Moratorium is increased by the Board of Trustees.

MASTER PLAN DISCUSSION:

Mr. Griffiths stated that due to short-term rentals and Data Centers being hot topics, many changes are being proposed in the ordinance for these topics; the Planning Commission should

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be in the process of reviewing the Master Plan to make sure both are thoroughly covered within the Master Plan.

SET/CONFIRM PUBLIC HEARING DATES:

Mr. Curley made a motion, supported by Mr. Snyder, to set a public hearing for October 6th, 2026, at 7:00 pm to review a Site Condominium Planned Unit Development at 007-118-003-15.

Yeas: Roy Griffiths, CT Martin, Alexander Curley, Mark Snyder, and Matt Cunningham.

Nays: none . **Motion Carries**

SET/CONFIRM DATE OF NEXT PC MEETINGS –OCTOBER 6 and October 20, 2026.

Special meeting for PUD hearing

The next Planning Commission regular meeting will take place on October 20, 2026, at 7:00 pm.

PUBLIC COMMENT: Public Comment opened at 7:35 pm.

No comments.

Public Comment closed at 7:36 pm.

PLANNING COMMISSION and STAFF COMMENT:

Mr. Griffiths stated that Todd submitted an opinion regarding the agendas for the Zoning Ordinance Draft workgroup; the township can label them however they want; it is a quorum that makes it a Planning Commission Meeting. Also, Mark Snyder's membership on the Planning Commission stays as is until the Board changes appointments.

ADJOURNMENT: Mr. Cunningham made a motion, supported by Mr. Curley, to adjourn the meeting at 7:38 pm.

Yeas: Roy Griffiths, CT Martin, Alexander Curley, Mark Snyder, and Matt Cunningham.

Nays: none . **Motion Carries**

Respectfully Submitted by: April Hilton, Deputy Clerk/Recording Secretary

