

PLANNING COMMISSION MEETING MINUTES - JUNE 25, 2024

The meeting was called to order at 6:32pm.

MEMBERS PRESENT: Rod Lowe, Walt Mixon, Phil Bontrager, Jenny Irvine, Larry Shaffer. Christine Lundquist, Lou Lundquist

AGENDA: The agenda was adopted on a motion by Jenny with support by Christine.

MINUTES: Minutes from the May 21, 2024 were approved on a motion by Phil with support by Lou.

Minutes from the June 4, 2024 meeting were approved on a motion by Walt with support by Rod.

PUBLIC COMMENT: None at this time.

ZONING UPDATE: Consultant, Pat Coleman, joined the meeting via zoom and reviewed items sent to him from the last meeting.

Page 10-19. - Delete requirement of proof of notification of neighbors within 300 feet of applied for ST rental units.

Page 10-22. - There are items requiring Township attorney review.

Page 10-22. - D3 Penalties section will require getting the Township Board to pass a Civil Infractions Ordinance. Referencing specific amounts or doubling of fees may be an issue as the Township may be setting up an annual civil infractions schedule.

Section 10.5 - Pat does not recommend that we set the parking requirements for Bed & Breakfast businesses the same as ST rentals and indicated B&B parking is already addressed.

Page 10-19 - Reviewed the new draft from Pat. Christine asked about making those already registered to register again within 45 days. Larry indicated the fee they paid would be adjusted to reflect amounts already paid. On 2C, Christine questioned no restrictions on the number of STRs per parcel. It was explained that some do already exist.

Rod suggested an operational date for non-permitted ST rentals to be grandfathered. After discussion, a motion was made by Rod with support by Jenny to set the operational date at January 1, 2024 to be eligible to be grandfathered. Larry called for a roll call vote on the motion. All but Lou voted in favor of the motion with Lou voting nay. Motion carried.

Jenny made a motion to request that the Township lift the current moratorium on new permits for ST rentals. After discussion on previous requests and lack of action by the Township, the motion was withdrawn.

Language for new permits after adoption of the ordinance was discussed. It was agreed that the date an application is received should be used to determine the next application in line for consideration.

ZONING MAPS: Discussion of “industrial” vs “general commercial”. It was agreed that items marked as “industrial”. Should be changed to “general commercial”.

Designation of certain areas was reviewed looking at whether or not they were part of the Townships’ water district (utilizing Township water system). MOTION by Walt with support by Rod to adjust designations to reflect water coverage. If served by the Township water system, the area would be designated as Bay, Commercial Downtown, or Neighborhood Residential. If not on the Township water system, the area would be considered Rural Residential. On a roll call vote, all members voted in favor.

Discussion of scheduling a public hearing related to the zoning ordinance. It was agreed that we should wait until we have a new draft to review.

OTHER: Lou questioned if we should reconsider separating ST rentals from the zoning ordinance. Phil noted that this was discussed at the previous meeting and we agreed to leave it in zoning.

PUBLIC COMMENT: Bob Stocking encouraged the Commission to get something to the public for review ASAP.

Larry indicated he will contact members about a next meeting date once we receive a new copy of the proposed ordinance for review.

ADJOURNMENT: The meeting was adjourned on a motion by Christine with support by Rod