

**Evangeline Township Planning Commission**  
02476 Wildwood Harbor Road, Boyne City, MI 49712  
January 18, 2022, Regular Meeting

**Approved: February 15, 2022**

**1.0 Call to Order and Roll Call:**

Meeting called to order at 5:32 p.m. by Chair Cortright

**Roll Call:**

Present: Chair, Rod Cortright; Vice Chair, Steve Smith; Secretary, Linda Fry; Member, Larry Taylor; Member, Jeff Langhart

Excused: NA

Staff: Zoning Administrator, Scott McPherson; Recording Secretary, Sara Christensen

Guests: Greg Lee from Shore Stone Custom Builders (Representative for Doran property)

**2.0 Approval of Meeting Minutes:** Minutes from the December 7, 2021 regular meeting were reviewed. Motion to approve the minutes as presented by L. Taylor, seconded by J. Langhart: vote all ayes, motion carried.

**3.0 Hearing Citizens Comment-**None

**4.0 Unfinished Business-**None

**5.0 New Business**

**5.1 Officer Elections**

The current slate of officers is Chair, Cortright; Vice Chair, Smith; Secretary, Fry.

Motion by L. Taylor to maintain the current slate of officers, second by L. Fry: vote all ayes, motion carried.

**5.2 2022 Calendar and Fee Schedule Approval**

A draft calendar was included in tonight's packet.

Motion by L. Fry to adopt the meeting calendar for 2022 as presented, seconded by L. Taylor: vote all ayes, motion carried.

Chair Cortright noted that the proposed fee schedule is the same as last year.

Motion by L. Taylor to recommend the 2022 fee schedule remain the same as last year, seconded by L. Langhart: vote all ayes, motion carried.

**5.3 Site Plan Review: (Doran) 04781 Ellis Rd – Walloon Lake District**

Chair Cortright introduced the intent and procedure of the Planning Commission to Doran representative Greg Lee of Shore Stone Custom Builders. He noted the project seems to be in a rush and activity has taken place before a permit has been issued. Chair Cortright reminded Mr. Lee that no dirt is to be disturbed until a permit is issued. He turned the floor over to Mr. Lee.

Mr. Lee shared that he took this project over from a previous contractor and was under the impression permits were already issued. When he learned permits were not issued, all work was halted. He noted that he should have reviewed the permits before starting his work, this has never happened before, and he typically works in the Burt and Mullet Lake area.

Chair Cortright shared some of his observations and concerns after reviewing the Site Plan Review Application. First, is that all the setback requirements are met. Second, is the greenbelt requirement. He explained to Mr. Lee his concern that clearing and replant may be planned. Mr. Lee explained that

the landscaper has been directed to leave the natural vegetation and only a small 20' lawn will be planted. Chair Cortright noted that a detailed site plan for the greenbelt will need to be provided to the Township. Third, is inconsistency in the various site plan drawings. He noted that clear, consistent drawings are required for the submitted site plans. Fourth was a question about the type of surface planned underneath the deck. He noted that the surface needs to be pervious and specified in the plans. And lastly, he noted that he noted that permitting will need to be obtained from the Health Department.

Chair Cortright asked the other Planning Commission members if they have questions. J. Langhart asked about the drip edge. Mr. Lee confirmed that all measurements are two (2) feet from the building to account for the drip edge. J. Langhart expressed concern regarding placement of the building on the property. Chair Cortright stated that a licensed surveyor comes back to confirm placement, the Township Zoning Administrator reviews the plans and conducts a site visit and suggested a site visit could be conducted by the Planning Commission. Mr. Lee noted that lakeside and roadside iron pins are in and strings were run. J. Langhart suggested the Planning Commission conduct a site visit prior to approving.

Mr. Lee exited the meeting.

#### **5.4. Public Hearing: Zoning Ordinance Amendment Section 3.15**

The public hearing was called to order by Chair Cortright to hear citizen comments on Evangeline Township Zoning Ordinance language Section 3.15.B.3 regarding a Cottage Industry.

As no public was in attendance, the public hearing was closed by Chair Cortright.

Chair Cortright provided a brief background and summary of the project that prompted this language amendment.

Motion by L. Fry to recommend approval of Evangeline Township Zoning Ordinance language Section 3.15.B.3 as presented, seconded by L. Taylor: vote all ayes, motion carried.

Chair Cortright explained the amendments will be sent to the Charlevoix County Planning Commission for review and comment, and then to the Township Board for adoption.

#### **6.0 Reports & Communications**

Chair Cortright noted that Township Zoning Administrator, Patrick Kilkenny accepted a new position. Since he is no longer working for the City of Boyne City, he will no longer be the Zoning Administrator for Evangeline Township.

#### **7.0 Planner/Zoning Administrator Report**

Scott McPherson shared a brochure of upcoming workshops for unit of government officials.

**8.0 Next Meeting:** The next meeting of the Planning Commission is scheduled for February 15, 2022, at the Evangeline Township Hall at 5:30 p.m.

**9.0 Adjournment:** Meeting adjourned at 6:22 p.m. by Chair Cortright.

**Submitted By:**



Sara Christensen, Recording Secretary