



Beaver Island
Michigan

Supervisor's Lens

Notes to Township Board Members from Supervisor Kathleen McNamara

APRIL 27, 2018

VOLUME 3, NUMBER 5

SJTGC = St James
Township
Governmental
Center

SJTH= St James
Township Hall



Wednesday 5/2
8:00AM @ SJTGC
Public Works
Committee Meeting

Wednesday 5/2
10:00AM @ SJTH
Regular Board
Meeting

Welcome to Spring...Finally!

We have a pretty full agenda for our May meeting; here are notes on some of the most important items on the agenda.

Zoning Change Requests

You have all received a copy of the Charlevoix County Planning Commission Recommendations relative to recent St James Township Planning Commission zoning change requests for the Willis Property and the Burton Property. You have also received a memo from the township attorney relative to the Burton Property. Please try to thoroughly read through these documents prior to Wednesday's meeting. It is the responsibility of the township board to make the final decisions on rezoning of these properties. I will ask that a township planning commission member be present at our May 2nd meeting; the zoning administrator will be in attendance.

The process in a rezoning request is this:

1. Property owner makes request for rezoning
2. Township Planning Commission reviews the request, hears from neighboring property owners, analyses the request for compliance with master plan and makes a recommendation which must be approved or not approved by the township board.
3. Township Planning Commission forwards their recommendation to the Charlevoix County Planning Commission for review and suggestions, which are advisory in nature only.
4. Information comes back to the Township Board for final approval or non-approval

The board will be expected to approve or not approve the following requests

- Request by Dorothy Willis to rezone 25510 Lake Dr. and 25520 Lake Dr. (Parcel: 15-013-223-033-10) in St. James Township from Single Family Residential (R-1) to Harbor (H).
- Request from Daniel and Carol Burton to rezone 38253 Freesoil Ave. (Parcel: 15-013-753-017-00) in St. James Township from Single Family Residential (R-2) to Harbor (H).

If you have specific questions about either of these requests, please email them to zoning administrator Rick Speck (rickspeck@tds.net) and me so that we can research answers if necessary prior to the board meeting. I have learned quite a

bit about the planning process over the past several months and hope to be able to answer questions you may have about these requests.

On a related issue, I have asked Rick Speck and Bob Tidmore, Planning Commission Chair to develop specific checklists detailing the process/procedure for granting and following up on zoning permits, zoning development plans, and special use permits. For your information, here are links to the township's zoning ordinance and maps. [Zoning Map - Beaver Island](#) [Beaver Island Zoning Ordinance](#)

Eagle (Squaw) Island Name Change Input Request

You received a copy of the official letter from the U.S. Board on Geographic Names concerning a proposal from the current owners of Squaw Island in St. James Township to change the name of the island to Eagle Island. The board will be asked to make a recommendation, but the final decision is not ours to make. The board will be asked to recommend one of the following: **Approve the Proposed Name, Reject the Proposed Name, Take Action as Specified Below, or Render a Decision Without Our Recommendation**. There is also space on the recommendation document to list comments. I will allow public comment on this item.

MDNR Garden Island Land Purchase Input Request

I am forwarding you an email from Michigan Department of Natural Resources concerning their interest in purchasing a parcel of land on Garden Island. The property is a 58 acre wooded parcel on Indian Harbor, Garden Island near the beginning of the main north-south trail on the island. As part of their process the DNR wants to know if there are concerns, if the community would value the addition to the wildlife area and if the township board would support, would have no objection to, or would not support the sale. Wildlife biologist, Jennifer Kleitch would be willing to meet with us if we wish.

Update on JA Woollam Foundation Offer

I have attached an updated timeline for your review. Prior to the May 2nd meeting I will forward an outline for board discussion which I hope will help the board to determine the next steps and provide guidance to Travis and me. Please let me know if you have specific questions about the offer that I can be prepared to answer at the meeting.

Upcoming Millage Requests

FYI, three township Millages expired with the December, 2017 levy: Street & Road (2), Medical Center (2) and Fire Department (1). These will need to be renewed before the December 2018 levy. If the township consolidation proposal passes, the Millages will be approved on May 8th: if the consolidation does not pass, the millage requests should go to the voters on August 7, 2018. The township board should be prepared to have a special meeting prior to the May

15th ballot-language filing deadline to approve the potential August ballot language.

Municipal Dock Assistant Hiring

Today is the deadline for applicants for the dock assistant. We have received 3 applications and will hold interviews on Monday afternoon. The harbormaster and assistant will be involved in the interviews and we hope to have a candidate to recommend to the board at its Wednesday meeting.

Lawn Care Bids

Lawn Care bids was due today and only one was received – from Jean’s Lawn Service. Alice will recommend acceptance of her bid at the Wednesday meeting. If you would like to see the detailed bid document, check with Alice

Sewer Engineer of Record

At its May 1, 2018 meeting, the public works committee will review a proposal from Performance Engineers, Inc. of Charlevoix to act as the township’s engineer of record on the sewer and make a recommendation to the full board.

***I will be in the office on
Monday and Tuesday from roughly 9:30 – 3:30.***

***Feel free to stop in or give me a call if you have any
questions or want anything added to the agenda.***

Kitty