

**St. James Township Planning Commission**  
**Special Meeting Minutes**  
**August 29<sup>th</sup>, 2018**

**Present:** Anderson, Croswhite, McGinnity, Tidmore

**Absent:** Powers

**Other:** Carol Burton, Dan Burton, Kitty McNamara, Sheri Richards, Rick Speck

1. Call to Order: Tidmore called the meeting to order at 7:00 pm.
2. Additions/Changes to Agenda: Tidmore added “Short Term Rentals” under New Business
3. Approval of Minutes: Motion to approve minutes from June 5th, 2018 Regular Meeting proposed by Croswhite, seconded by Tidmore; motion passed.
4. Public Hearing

Tidmore opened the public hearing on the Richards Rental Management special use permit application at 7:05 pm. Speck introduced the application, explaining that it appeared to satisfy the requirements for the application and site development plan. McGinnity read a letter from Carol Linteau, a co-owner of the parcel immediately to the north of the properties in question (attached), asking that a privacy fence be required between the two properties. He also read out a letter from Haggards Plumbing and Heating, supporting the redevelopment of the property. There was a general discussion of the project. It was agreed that as the use of the Richards building that faces the Linteau cottage is also residential, this is not a case of “dissimilar uses” that would give the Commission the ability to require a buffer strip or screening between properties to obtain compatibility. Tidmore closed the public hearing at 7:12 pm.

Tidmore opened the public hearing on the Burton special use permit application at 7:12 pm. Speck explained that he and the Township Supervisor had met with the Burtons to discuss resolving the parking problem with the application, namely that the Ordinance says that in the Harbor District, business parking is not allowed between the business and the street. Though it does happen with surrounding commercial properties, the Commission cannot approve a plan that specifically shows such a parking arrangement. The conclusion reached at the meeting was that the application could be amended to remove the business parking spaces from the front of the building, leaving only two spaces there for residential use. Business parking would be around the rear of the building and in the driveway alongside the building. McGinnity noted that a letter had been received from Haggards Plumbing and Heating, supporting the new use of the property. Tidmore closed the public hearing at 7:20

5. Old Business
6. New Business
  - a. Richards Rental Management Special Use Permit application

Motion to approve the special use permit application submitted by Richards Rental Management proposed by Tidmore, seconded by Anderson; motion passed.

b. Carol and Dan Burton Special Use Permit application

Motion to approve the special use permit application submitted by Carol and Dan Burton, with the provision that there be only two parking spaces in the front of the building and that they should be for resident use only, proposed by Tidmore, seconded by McGinnity; motion passed.

c. Olson/Fogg Development Plan Review Application

Discussion on this application focused on the fact that the property is already nonconforming as far as the front yard setback, with both the residence and accessory building being less than 25 feet from the property line along maple street. The proposed deck would make the property more nonconforming, in that it would further encroach on the setback. However, it was noted that the existing accessory building is only 8' 8.4" from the property line, while edge of the new deck would be 12' 8.4" from the property line. The setback at the front of the property is already encroached upon more by the garage structure than the addition of the new deck would encroach upon it.

Motion to approve the development plan review application submitted by Nick Olson on behalf of the Fogg family, in light of the fact that the new deck would encroach on the front property setback less than the existing detached garage already does, proposed by Croswhite, seconded by Anderson; motion passed.

d. Charlevoix County Planning Commission update

Tidmore explained that lane layout on the roads leading into Charlevoix were being changed, and that traffic patterns would likely change. He also mentioned that power generation companies are looking for locations for solar farms near existing substations. Another item from the most recent Charlevoix County Planning Commission meeting was that there is a new industrial park including workforce housing being planned. And finally, there will be a zoning/planning workshop sometime this fall that Tidmore encouraged members to attend if they could. Details to follow.

e. Township Board Direction to the Planning Commission

Tidmore explained that the Township Board is asking the Planning Commission to look into updating the Zoning Map and/or Ordinance to bring it into closer alignment with the Master Plan's Future Land Use Map, especially as pertains to the harbor area. He mentioned that a planning firm such as LIAA might be engaged to assist us through the process. A variety of challenges and items that would bear consideration were discussed.

Another issue that the Township Board would like the Commission to examine is blight, including both disabled/abandoned vehicles and residential structures. There

was a general discussion of the challenges and possible solutions related to disposing of abandoned and/or inoperable vehicles. Mobile crushers were discussed, as was the challenge posed by missing titles.

- f. Possible cancellation of September 4<sup>th</sup>, 2018 regular meeting [as it is only 6 days from the date of this meeting]

It was decided to cancel the September 4<sup>th</sup>, 2018 regular meeting

7. Public Comment: None

8. Correspondence: None

Motion to adjourn proposed by Anderson, McGinnity seconded—meeting Adjourned 8:15 pm

Next scheduled Regular Meeting: October 2<sup>nd</sup>, 2018