

**St. James Township Meeting Planning Commission**  
**April 5, 2022 6:00PM**  
**St. James Township Hall**  
**37735 Michigan Avenue – Beaver Island, MI 49782**

**Minutes:**

- I. Call to Order, quorum established, Pledge of Allegiance - The meeting was called to order at 7:20 PM and the Pledge of Allegiance was recited.  
Commissioners present: Marcy Dean, Paul Cole, Mark Engelsman, Lori Taylor-Blitz. Absent: Beth Croswhite, Bob Tidmore, Nathan Altman  
Others: Rick Speck, Nathan Altman, Shelby Harris
- II. Review, Modify and Approve Agenda – Motion made to accept agenda with additions of an update by Lori on a drafted letter of support for the energy transitions grant and the need for a sign to put public notices on at township. Motion made by Paul Cole, 2<sup>nd</sup> by Mark Engelsman, motion approved.
- III. Approval of February 1, 2022 Minutes - Motion made to accept minutes as written by Mark Engelsman, 2<sup>nd</sup> by Marcy Dean, motion approved.
- IV. New Business
  1. Zoning administer report
    - a. Application S-1887 Beaver Island Rural Health Center (BIRHC) sign presented to the Commissioners. Speck gave an overview of the permit submitted. BIRHC would like to put a lighted message sign at the health center. Currently the signage doesn't fit into any of the ordinance categories. Commissioners discussed plans presented and reviewed the height of sign. After discussion the commissioners uniformly decided Speck would get back with BIRHC to notify them that they can have a lighted sign but it has to fit the parameters in class 4 of the ordinance addressing signage which states on-premise freestanding signs shall not exceed thirty-two (32) square feet.
    - b. Planning commissioners for St. James and Peaine agreed to meet once a month to talk about projects/priorities. Commissioners discussed St. James Planning Commission priorities and agreed there is a need for an economic development and capital improvement plan that aligns with the updated master plan. It was also agreed on that zoning ordinances need updated and aligned with the master plan. Affordable housing is also priority. Commission discussed how economic development plan is crucial to applying for grants and funding. Discussion also surrounded how zoning ordinances no longer dovetail with what's needed to develop the island. An ordinance question that keeps coming up is how as of right now Port of St. James covenant allows for 400 sq. feet and our zoning ordinance requires minimum size of 600 sq. ft. Paul Cole, Marcy Dean, Shelby Harris will meet and discuss what steps might be needed to

address R-2 zoning ordinance and what would be needed to change it, and what steps need to be taken, to see if we can tackle changing R-2 to allow for 400 sq. feet in Port of St. James.

- c. Commissioners reviewed and commented on homeowner building guide. This document draft will be posted on both township websites for new property owners considering construction of a new home.

V. Old Business

- a. Master plan update – both townships voted to select LIAA as the firm to update the master plan.
- b. Lori recognized commissioners that completed MSU Citizen Planner course.

VI. Board member and public comment – no public comment

VII. Correspondence – no correspondence

VIII. Adjournment 8:00pm – Next Meeting May 3, 2022 @6 pm