

St. James Planning Commission

May 2, 2023 Public Hearing and Regular Meeting – Approved May 16, 2023

Called to Order 5:40 pm. Quorum established. Pledge of Allegiance

Roll Call of Commissioners: PRESENT: Lori Taylor-Blitz, Vic Van Deventer, Paul Cole, Juli Runberg

Not Present but arrived 5:45 pm: Mark Englesman

EXCUSED: Beth Crosswhite

Also PRESENT: Rick Speck, Zoning Administrator

Shelby Harris, Township Planning Assistant/TIS Administrator

Bobbi Welke, Township Supervisor

Introduced new Commissioner Cynthia Pryor. Motion to approve Cynthia Pryor as Recording Secretary – Approved.

Motion to approve Agenda made by Cole, 2nd Van Deventer. Approved

Motion to approve 4/4/23 Minutes made by Van Deventer, 2nd by Cole. Some discussion on Turner decision. Approved.

PUBLIC HEARING OPENED 5:45 on S-1907 St. James Township Rezoning Application. Written comments noted and accepted from John Haggard and Marge Boyle. No public comment given. No comment by Zoning Administrator Speck. No comment by Commissioners. Motion to approve made by Englesman, 2nd by Cole. Role call vote: Van Deventer-Aye, Cole-Aye, Runberg-Aye, Pryor-Aye, Englesman-Aye, Taylor-Blitz-Aye. Approved. Discussion on next step in correspondence to Charlevoix County Planning Commission. Pryor to work with Harris in drafting recommended approval correspondence.

PUBLIC HEARING CLOSED: 5:55 pm

NEW BUSINESS:

- a. S-1907 **APPROVED** in Public Hearing
- b. S-1911 Pollock-Peirano Brief discussion on location of Coffee Trailer pad, driveway to garage door, parking and visibility from main road. Mr. Peirano present and answered questions. Motion to Approve made by Englesman, 2nd by Cole. **APPROVED**
- c. S-1913 Visser. Critical Dunes Zoning Application. Speck gave a lot description, Pryor questioned Harris – TIS Administrator as to her review and concern of Critical Dune habitat. Speck did not think current Critical Dune Ordinance required TIS review. Harris stated she has jurisdiction through the TIS Ordinance put in place after the Critical Dune Ordinance. Motion to review site by May 16th by Englesman, 2nd by Van Deventer. Motion carried. Site to be reviewed by TIS Administrator and interested Commissioners. To be brought before Special Meeting on May 16, 2023 for consideration. **TABLED**
- d. S-1914 Beaver Island District Library and St. James Township. Speck described Library desire to place a pre-fab building on current Book Sale tent site. Noted all within set-back within zoning district. Requirements are for poured cement pad and placement of constructed building on site. Englesman noted a need for stamped engineered drawings. Speck noted that those would fall under County Building process. Motion to Approve by Englesman, 2nd by Van Deventer. Pryor recused herself by being on Library Board. Motion Approved. Township Supervisor Welke noted

that the application should note owner as Beaver Island District Library but agreed that townships are the ultimate owner of property. **APPROVED**

OLD BUSINESS:

- a. Master Plan Update: Taylor-Blitz noted that the Master Plan Public Comment period had begun for 63 days beginning April 26th, 2023. Draft Master Plan are on websites and some hard copies are in the community for public review.
- b. Zoning Ordinance Update: Planning Assistant Harris had forwarded a list of planning consultants for Commission consideration in beginning the Zoning Ordinance Update process. Harris to forward Pryor a copy. Taylor-Blitz noted that a special meeting could take place to address the concerns of hiring planning consultants and to address any zoning issues in the near future. Cole supported. Taylor-Blitz called for a meeting on Tuesday May 16th, 6:00 pm at the Township Hall.

CORRESPONDENCE: Pryor asked if notes of thanks were extended to those who provided written comment for the public hearing. Taylor-Blitz responded that they were not.

PUBLIC and BOARD COMMENT: Runberg expressed support for concern of Marge Boyle public hearing comment regarding trail easements near Boyle property. Supervisor Welke stated she would work with Boyle to explain easement use. Harris reminded Commissioners of webinar training available in May. Supervisor Welke added that Peaine Township was looking at updating Zoning Application Forms and Fee Structure.

Motion to Adjourn by Van Deventer, 2nd by Runberg. Meeting Adjourned. 6:25 pm

Next meeting: **May 16, 2023 6:00 pm St. James Township Hall**

Cynthia Pryor
Recording Secretary