

St. James Township Planning Commission Meeting Minutes

Date: April 2, 2024 6:00pm

St. James Township Hall

Meeting called to order: 6:05 pm by Taylor-Blitz Quorum established, Pledge of Allegiance

Roll Call of Commissioners: Present: Lori Taylor-Blitz, Vic VanDeventer, Cynthia Pryor

Absent Excused: Mark Engelsman, Paul Cole

Also present: Rick Speck, Township Supervisor Welke, Carol Burton, Brian Williams

MOTION to approve Agenda by: VanDeventer 2nd: Pryor

All in favor: **Approved**

MOTION to approve Minutes for February 6, 2024 by Taylor-Blitz: 2nd by VanDeventer

All in Favor: **Approved**

MOTION to approve Minutes for March 19, 2024 by Taylor-Blitz: 2nd by VanDeventer

All in Favor: **Approved**

Minutes for March 6, 2024 tabled until next meeting.

NEW BUSINESS:

1. S-1932 Williams Permit Application

After discussion and a noting by Rick Speck that applicant will need a Soil and Erosion permit, no issues with application found

MOTION for Approval without Condition by: VanDeventer 2nd: Taylor-Blitz

All in Favor: **Approved**

OLD BUSINESS:

1. **Zoning Ordinance Amendment Update** – Taylor-Blitz noted that there will be a special meeting with Zachary Sompels from Housing North to discuss Housing and short-term rentals recommending a training session on April 25th with the St. James Planning Commission. He also might be available as a consultant/contractor for St. James Zoning Ordinance work. Taylor-Blitz also mentioned her contact with Jason McCarthy a City Planner for Marquette, Mi. as a possible source for consultant work.
2. **Planning Commission Work Plan**
 - a. **Tiny/Small Houses.** Township has not yet contacted lawyer for opinion on R2 zoning issue. Commission would like to start the Zoning Ordinance Amendment process for Small Houses in R-2 district of Port St. James. Work Plan on hold until April 25th.

- b. Zoning Map Updates. Pryor discussed work required to update Zoning Map and indicated she had downloaded an XLNS file with all St. James Township lots and this will be used to communicate all zoning changes in the future to the County plus will give the Commission a mean to track all zoning map updates going forward.

Carol Burton was given the floor to discuss her issues with her rezoning from R2 to Harbor in 2018 and the Charlevoix County Building Department not granting her permit based on someone from St. James Planning Commission indicating non-approval of rezoning. After being assured re-zoning was complete and recognized by Charlevoix County Planning Department, Supervisor Welke will write letters in support of the rezoning of Burton property as Harbor to the County Building Department. A Public Hearing will be scheduled for the next regular Planning Commission meeting – May 7, 2-9024 to approve Zoning Map updates.

- c. **Other work plan:** Pryor presented a Work Plan form for use in future Planning Commission work plans – also suggesting work on Outer Islands. Taylor-Blitz indicated it would become part of the April 25th meeting with Housing North.

ZONING ADMINISTRATOR UPDATES: None

TOWNSHIP UPDATES: Cole absent

CORRESPONDENCE: Pryor noted letter from Planning Commission to the Charlevoix County Planning Commission for the rezoning of the Adrian-Rogers parcel from R-2 to Harbor is in mail for April 3, 2024.

BOARD MEMBER AND PUBLIC COMMENT: Barton thanked the Commission for their attention. Taylor-Blitz indicated she would be following up to determine if anyone from Planning Commission contacted Charlevoix County Building Department. It was unauthorized by the Planning Commission

NEXT MEETING DATE: May 7, 2024 at 5:30 pm – St. James Township Hall for Public Hearing and Regular Meeting

MOTION TO ADJOURN: by VanDeventer 2nd: Pryor All in Favor Approved. **Adjourned 7:09 pm**