

St. James Township Planning Commission Special Meeting Minutes

Date: January 9, 2024 6:00 pm

Print Shop Museum Conference Room

Meeting called to order: 6:00 pm by Taylor-Blitz Quorum established, Pledge of Allegiance

Roll Call of Commissioners: Present: Lori Taylor-Blitz, Mark Engelsman, Paul Cole, Cynthia Pryor

Absent: Vic VanDeventer - Excused

Also present: Shelby Harris, Bobbi Welke

MOTION to approve Agenda by: Engelsman 2nd: Cole

All in favor: **Approved**

MOTION to Approve Minutes for November 7, 2023 by: Engelsman 2nd: Cole

All in favor: **Approved**

NEW BUSINESS:

1. P-2229 Fogg – Harbor Permit Application

After discussion, the Fogg permit application was **Approved with Condition**. The condition was that a green space buffer of existing trees be maintained in the 10' setback from the east property line.

MOTION for Approval with Condition: by: Pryor 2nd: Engelsman All in Favor **Approved**

2. Memorandum of Understanding sent from Peaine Township to the St. James Board of Trustees.

After lengthy discussion a **MOTION** was made: The St. James Planning Commission asks that the St. James Township Board NOT sign the MOU. By: Pryor, 2nd: Cole All in Favor **Approved**

Additionally, Cole volunteered to meet with Maria Del Pra – Peaine Township Supervisor – along with Shelby Harris to discuss the issues with a Joint Zoning Ordinance Amendment process. He would ask that the Peaine Board come to consensus with the Peaine Planning Commission about their next steps by the end of February. At the end of that time, if no understanding is met – St. James Planning Commission will determine if they can go it alone in the Zoning Ordinance Amendment Process.

Pryor, VanDeventer and Harris will develop a St. James work plan highlighting priority ordinance sections that need work by the next February meeting.

3. Zoning Map Updates – Pryor indicated she had received a list of St. James Township parcels, from Supervisor Bobbi Welke, that had been rezoned but were not updated on the St. James Zoning Map. Pryor indicated she was working with the Planning Department for Charlevoix County to get these parcels approved and on the map. Pryor hopes to complete this project by March.

OLD BUSINESS:

1. **Zoning Ordinance Update** – No update until MOU issue resolved.
2. **2023 St. James Annual Report Approval** – Pryor briefly pointed out updates from the last meeting and thanked all for their input, especially Rick Speck in his work in providing a list of prioritized work that is required in the new ordinance.

MOTION : To approve the 2023 Annual Report and forward to the St. James Board of Trustees
By: Engelsman 2nd: Cole All in Favor **APPROVED**

ZONING ADMINISTRATOR UPDATES: Zoning Administrator Speck absent due to illness

TOWNSHIP UPDATES: Supervisor Welke asked that the Commission give priority to the issue of changing the Zoning Ordinance to accommodate smaller houses. This has been noted by the community and needs Commission action. Engelsman will take the lead in researching this item.

CORRESPONDENCE: None other than emails associated with the MOU issue which Commissioners had copy of.

BOARD MEMBER AND PUBLIC COMMENT: None given

NEXT MEETING DATE: February 6, 2024 at 6:00 pm – Print Shop Museum Conference Room

MOTION TO ADJOURN: by Engelsman 2nd: Pryor All in Favor Approved. **Adjourned 7:26 pm**