

St. James Township Planning Commission Public Hearing/Special Meeting Minutes

Date: March 19, 2024 5:30pm

Print Shop Museum Conference Room

Meeting called to order: 5:30 pm by Taylor-Blitz Quorum established, Pledge of Allegiance

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

Also present: Shelby Harris, Rick Speck and 6 members of public

MOTION to approve Agenda by: Engelsman 2nd: VanDeventer

All in favor: **Approved**

Taylor-Blitz Closed Special Meeting and Opened Public Hearing – Adrian-Rogers Rezoning

Public Comments asked for and none obtained. Applicant was asked to supply general information about the application which was done. Comments from Commissioners taken and general discussion indicated no issue with the application. A letter from Denise and Tom Richards was read which was not in support of the rezoning.

MOTION to Approve the Rezoning Application by: Cole 2nd by Engelsman. Roll Call vote – all in favor. Rezoning **APPROVED** and will now move forward to the Charlevoix County Planning Commission for their review.

Public Hearing Closed by Taylor-Blitz.

Special Meeting Re-opened by Taylor-Blitz.

NEW BUSINESS:

1. S-1930 Turner Pavilion Permit Application

After discussion, no objections to the application were made. Applicant answered questions.

MOTION for Approval without Condition by: Cole 2nd: VanDeventer All in Favor **Approved**

2. S-1931 Visser Critical Sand Dune Area Permit Application

After discussion, no objections to the application were made.

MOTION for Approval without Condition by: Engelsman 2nd: VanDeventer All in Favor **Approved**

OLD BUSINESS:

1. **Zoning Ordinance Amendment Update** – RFP letter from Beckett/Raeder discussed noting their assessment that one ordinance for the Island is recommended. Budget of \$35,000 sufficient for one ordinance. \$10,000 to \$15,000 additional would be needed to do two separate ordinances per the RFP. Issue on hold until Peaine Planning Commission makes recommendation for going forward.

2. **Planning Commission Work Plan**
 - a. **Tiny/Small Houses.** Engelsman led discussion of amending R-2 District to include housing down to 400 sq ft in Port St. James Association only. Cole and Taylor-Blitz will discuss with Township about contacting lawyer for opinion. Commission would like to start the Zoning Ordinance Amendment process for Small Houses in R-2 district of Port St. James.

MOTION: To begin the process of evaluating the Amendment of R-2 District Ordinance to accommodate 400 square feet housing in St. James Township. By: Engelsman 2nd: Pryor All in Favor. **Approved.** To be sent to the Township Board for their approval

- b. Zoning Map Updates. Pryor discussed work required to update Zoning Map.

MOTION: To create a sub-committee to begin work on Zoning Map. Pryor/Speck/Harris By: Van Deventer 2nd: Engelsman. All in Favor **Approved**

ZONING ADMINISTRATOR UPDATES: None

TOWNSHIP UPDATES: Cole indicated Capital Improvement Plan work going forward and have added Pam Grassmick, Charlevoix County Planning Commissioner to township Public Works committee. Pryor noted Township Board resolution to keep CIP process in township control until 2028.

CORRESPONDENCE: None other than email associated with Public Hearing

BOARD MEMBER AND PUBLIC COMMENT: Blight an issue – needs attention. Harris noted that the Beaver Island Association has been charged with addressing. BIA meeting scheduled for April 16th.

NEXT MEETING DATE: April 2, 2024 at 6:00 pm – St. James Township Hall

MOTION TO ADJOURN: by VanDeventer 2nd: Taylor-Blitz All in Favor Approved. **Adjourned 6:26 pm**