

# Special St. James Planning Commission Meeting

## Tuesday, September 13, 2022

### Minutes

#### A. Call to order, quorum established, Pledge of Allegiance

The meeting was called to order at 6:04 PM and the Pledge of Allegiance was recited.

- a. Present: Lori Taylor-Blitz, Mark Engelsman, Paul Cole, Julie Runberg
- b. Absent: Beth Croswhite (excused) Marcy Dean (excused)
- c. Empty seats on Commission (1)

#### B. Review, Modify and Approve agenda- Motion was made to approve the 9/13/2022 agenda was made by Mark Engelsman and 2<sup>nd</sup> by Juli Runberg.

Motion to approve the minutes by Mark Engelsman and Juli Runberg. Motion approved to accept the August 9, 2022 minutes. Motion carried.

#### C. New business

##### a. Zoning Administrator Report

The zoning administrator presented the application for Permit S-1897 Foti. The Zoning Administrator was asked if consideration was given to the site plan to adhere to Sec. 404.3 (c) regarding accessory dwelling buildings to not exceed 30% of the rear yard. A motion to accept was tabled for the October 4, 2022 meeting to allow the property owner to submit an updated site plan to the Planning Commission. Motion made by Mark Engelsman and seconded by Juli Runberg. Motion carried.

##### b. Beaver Island Archipelago Trails Committee

The Beaver Island Archipelago Trails Committee presented a summarized report of trail work completed and the need for both townships support to advance trail goals. The group shared the background information which was shared at the Peaine Twp Planning Commission September meeting. The group will formally present a request to the Joint Planning commission on 9/19/22.

#### D. Old business

- a. Master plan and open house update – the draft agenda was discussed at the meeting for the 9/19/22 Joint Planning Commission meeting to be held at the Print Shop Museum. The Joint Committee will review a summary of the Master Plan open house and Trails Plan with the LIAA planners allowing up to 60 minutes and allow 10 minutes each for a short presentation on broadband and housing.

#### E. Correspondence

- a. The Zoning Administrator (ZA) was asked for a follow up with the August 9, 2022 assigned action to report summary and actions for a deck that

was built without a report. The ZA did not follow up. The commission requested a second time for follow up with the property owner and to submit a summary of actions to the Planning Commission at the 10/4/2022 meeting.

- b. The Zoning Administrator (ZA) was assigned an action task for a follow up with a property owner in the Carnes Subdivision who improved a lot without filing a permit. The lot is being used to store flammable liquid. The ZA shall submit a summary of actions to the Planning Commission at the 10/4/2022 meeting.
- F. Board member and public comment  
Shelby Harris (St. James Planning Assistance) asked for a Commissioner to assist the Township with updating the Planning Commission section on the St. James Township website. Taylor-Blitz volunteered.  
Harris asked the Chair Person if any new correspondence has been received about the Garden Island property improvements from EGLE. None noted.  
Second question was asked about township funding to visit the Garden Island site. The chair reported funds were available and the deputy could transport, however the commission would only be able to visit as a group, however the ZA could visit independently.
- G. Adjournment  
A motion to adjourn was made by Mark Engelsman and seconded by Juli Runberg. Meeting was adjourned at 7 PM.

Next Meeting October 4, 2022 at 6:00 pm

Minutes prepared by Lori Taylor-Blitz, ST. James TWP Planning Commissioner  
Chairperson.