

**St. James Township Meeting Planning Commission**  
**January 11, 2022 6:00PM**  
**St. James Township Hall**  
**37735 Michigan Avenue – Beaver Island, MI 49782**

**Minutes:**

- I. Call to Order, quorum established, Pledge of Allegiance - The meeting was called to order at 6:00 PM and the Pledge of Allegiance was recited.  
Commissioners present: Marcy Dean, Paul Cole, Mark Engelsman, Lori Taylor-Blitz. Absent: Beth Crosswhite, Bob Tidmore, Nathan Altman  
Others: Rick Speck, Nathan Altman, Nick Olson, Shelby Harris
- II. Review, Modify and Approve Agenda – Mark made comment we need to add establish quorum to next agenda. Motion made to accept agenda as written by Mark Engelsman, 2<sup>nd</sup> by Paul Cole, motion approved.
- III. Approval of November 2021 Minutes - Motion made to accept 11/30/21 minutes as written by Mark Engelsman, 2<sup>nd</sup> by Marcy Dean, motion approved
- IV. New Business
  1. MSU 2022 Citizen Planner training – Marcy Dean, Lori Taylor-Blitz, Mark Engelsman, Beth Crosswhite and Shelby Harris are registered to attend the MSU 2022 Citizen Planner Training in February and March.
  2. Zoning administer report
    - a. Permit# S-1881 Davilyn Stein Trust was presented to the Commissioners. Rick Speck gave an overview of the permit submitted and stated there were no conflicting issues with the project. Survey has been done and permit meets all requirements. Rick Speck noted when commission updates zoning ordinances we need to address parcel splits. There is nothing in our current zoning ordinance that addresses steps for parcel split and who takes responsibility for it. A motion to recommend approval was made by Paul Cole, seconded by Mark Engelsman. Motion approved.
    - b. Permit# S-1883 Sachs was presented to the Commissioners. Rick Speck and Nick Olson gave an overview of the permit submitted and stated there were no conflicting issues with the project. House will be built in the middle of the two lots and built closer to the road on a flat area which will decrease impact on the environment. A motion to approve was made by Marcy Dean, seconded by Paul Cole. Motion approved.
    - c. Permit# S-1884 Kibort was presented to the Commissioners. Rick Speck and Nick Olson gave an overview of the permit submitted and stated there were no conflicting issues with the project. A motion to approve was made by Mark Engelsman, seconded by Paul Cole. Motion approved.
    - d. Permit# S-1885 Blessing was presented to the Commissioners. Rick Speck and Nick Olson gave an overview of the critical dunes permit submitted and stated there were no conflicting issues with the project. One change

to Blessing – septic and well have been switched around, but drawing does not reflect that. A motion to approve was made by Paul Cole, seconded by Mark Engelsman. Motion approved.

3. Shelby Harris introduced herself as the new Planning Assistant and handed out documents outlining both her and Cynthia Pryor’s responsibilities as they relate to the Planning Commission, Supervisor and the Township Board.

V. Old Business - Bylaw review, discussion and approval to send on to Township Board – tabled so Marcy Dean, Lori Taylor-Blitz and Shelby Harris can do a joint work session with Cynthia Pryor. Lori Taylor-Blitz shared an EPA grant was submitted for help with creating a Recreational Economic Development Plan – no update yet – we’re still in the running.

VI. Board member and public comment - Paul Cole brought up the need to revisit committees that were created last year to address housing and economic issues now that Shelby is on board. Paul suggested discussing those committees, master plan and zoning updates and 2022 goals at the February meeting. Marcy Dean brought up food truck and marijuana issues and status of where we are. Paul Cole suggested Shelby contact Beth and Kitty to get information and update on where both issues were left as they worked on them. Commission agreed we need to put these issues back on our list for discussion in February as well, address and bring them to close.

VII. Correspondence – no correspondence

VIII. Adjournment 7:00pm – Next Meeting February 1, 2022 @6 pm