

**Burtchville Township
Planning Commission**

**4000 Burtch Road
Lakeport, Michigan 48059**

Minutes of November 1, 2022 Planning Commission Regular Meeting;

The Chair Dave Klinesteker, called the meeting of the Burtchville Township Planning Commission to order at 7:00 p.m.; Pledge of Allegiance Recited

Members Present: Klinesteker, Light, Minnie, Richards, Schmitt, Vargo and Wollenweber.

Excused: None.

Citizens present: Pam Patterson, Zoning Administrator; James Buckley

Minutes: Motion by **Minnie** second by **Wollenweber**, to approve minutes of October 4, 2022 meeting with correction of date of next meeting. Motion was unanimously approved by voice vote.

New Business:

1. 2023 Schedule – Motion by Wollenweber, second by Schmitt, to approve the Schedule as presented. Approved by voice vote.

Old Business:

1. Ordinance Review –

- a. Boats, RVs and Hobby Vehicles in the Yard §154.028 – Suggested adding words “all trailers” to paragraph (A). **Motion** by **Wollenweber**; second by **Schmitt** to proceed with Public Hearing with proposed change to the Ordinance as highlighted. Approved by voice vote.
- b. Short Term Rental of Residential Property §154.135 – Proposed addition in (H) add sentence “This information shall be provided to Burtchville Township annually prior to May 1.” Under (M) add “annually on or before May 1st.” so will read “The property owner shall provide proof of liability insurance covering the short-term rental activity annually on or before May 1st. Add “(O) Annual fee to be paid prior to May 1 every year in the amount of \$_____ (to be determined by the Board) for the purpose of maintaining records and sending notices to Landlords.” And add paragraph at end “Failure to maintain records annually or any of the above ordinance may result in Special Land Use being revoked by Planning Commission and/or Civil infraction being issued to property owner by the Zoning Administrator.” **Motion** by **Wollenweber**; second by **Minnie**, to add that require a smoke detector in all bedrooms and proceed with proposed highlighted change to the Ordinance to Public Hearing. Approved by voice vote.

- c. Lots with frontage on Lake Huron §154.008 - Proposed change under (D) (1) Add "Side yard plantings, fencing or accessory structures may not block the view of the Lake Huron of adjacent property owners" and diagram. Will add legal description of side yard. Under (E)(3) add "...proposed fence, shrubs, trees, plantings or accessory building, including its height, and plant height at maturity." Motion by Richards, second by Vargo, to make changes highlighted in proposal and to include the legal description of a side yard and not block view of the lake. Approved by voice vote.
 - d. A/R Agricultural /Residential District §154.055 – Suggested change Option 1 to add (E) Raising of rabbits, poultry or other small livestock, (including but not limited to pigmy goats, goats, pigs or other non-domestic animals is prohibited without prior consent in all other Zoning Areas: R1A, R1B, R1C, MHR, RM, O, GB, I, or RCC. Prior consent may be obtained from the Zoning Administrator or Township Supervisor. Applicant must provide a site plan of property depicting pen/housing, fencing, screening and distance to neighboring properties. Livestock must be maintained not to create a nuisance to neighboring properties, smell, noise, and visually obstructed to neighbors. Pen/housing/fencing/plantings to obstruct view all must be maintained in good repair." Second option is to set up a new chapter regarding poultry or livestock in zones other than A/R. A longer version of Option 1 requiring a site plan, permit fee, etc. After discussion agree to concept in Option 1 with added information requiring permit and fee and cross-referencing for other Zoning Areas. Zoning Administrator will present to Township Supervisor and Attorney for review before vote.
 - e. Public Gatherings 351Public Gatherings § 90.00 to be discussed at a later date.
2. Bylaws for planning commission – Discussion of sample planning commission bylaws by MTA. Chairman will complete blanks/options in sample and forward to commission members for the special meeting on November 15, 2022. Notice to be posted on front door for special meeting regarding bylaws.

Public Comments: No Comments.

ZBA Report. Met twice since last meeting. One request for side yard setback – determined that didn't need a variance for particular zoning. Second hearing was a parcel five-foot side yard setback which was granted with conditions.

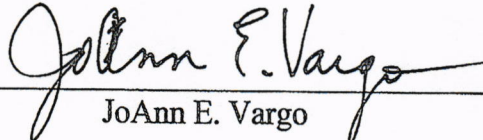
Board Liaison report: Discussed MTA conference and attended session regarding solar ordinances. Has heard by 2030 60% need to be alternative energy. Need to put on agenda for next year.

Correspondence: None.

Special Meeting: November 15, 2022 at 7:00 p.m.

Next Regular Meeting: December 6, 2022 @ 7:00 p.m.

Adjournment: Motion by Wollenweber second by Richards to adjourn at 8:38 p.m.
Motion passes unanimously on voice vote.



JoAnn E. Vargo



Approved