

Clearwater Township
Zoning Board of Appeals
Regular meeting of July 8, 2024
Minutes as approved October 14, 2024

Call to Order, Pledge of Allegiance:

Chair Greg Snyder called the meeting to order at 7:06 pm and opened with the pledge of allegiance.

Roll Call of Members and Recognition of Visitors:

ZBA Members: Greg Snyder, Lucy Gerlach, Kurt Cox, Michael Seefried, Theresa Shurman, Gianine Casassa

Approval of Agenda:

Motion by Gerlach, second by Cox, to accept the agenda. Motion carried.

Call for Disclosure of Conflicts of Interests:

All members of the board declared no conflicts of interests.

Approval of Minutes:

The April Regular meeting was canceled and rescheduled as a Special meeting May 22, 2024. Members discussed and decided to table the approval of these minutes for clarification of findings of fact. Minutes will be reevaluated at the October 14, 2024 meeting.

Zoning Administrator Report:

The ZA was not present and there was no report. There was discussion of the current duties and responsibilities of our ZA and the need to have this clarified. The Township Board will be asked for this information.

Planning Commission Report:

Christopher Garrock is the Director of Stewardship at the Grand Traverse Regional Land Conservancy. He has recently joined the Clearwater Township Planning Commission and has also accepted the role of Secretary. He is a great asset to the Commission.

One land use permit was requested for 7146 Rapid City Road. It involved building another storage unit, similar to those already on the property and met all setback standards and other Ordinance 22 requirements in the commercial-light industry zone so the permit was approved.

The PC has been reviewing and updating the township 5 Year Master Plan. August 17 and September 14 are scheduled for the public to attend. The Commission is hoping for discussion and suggestions from the community. The document should be complete by the end of the year.

ZBA members present New/Old items for discussion:

Second quarter ZBA attendance has been sent to the Clerk and Treasurer for ZBA payroll. The ZBA will attempt to create a flow chart for public hearings that indicates the order of necessary steps, clarifies duties and provides continuity of the process.

Accurate and timely posting of ZBA Agendas and Minutes will be addressed by Casassa to get the year 2024 in order. Future web postings will need to be addressed by the Township office staff.

Micheal Seefried suggested a check list for site visits that that would be helpful for findings of fact to be observed and recorded by ZBA members. It was generally felt this would provide continuity and accuracy in decision making. Gerlach will create and propose an outline for a ZBA site visit.

Public Comment:

None present.

The next ZBA Regular Meeting is scheduled for Monday, October 14, 2024 at 7PM.

Chair Snyder closed the meeting at 8:00 pm.

Respectfully submitted,

Gianine A Casassa
ZBA Secretary