

Clearwater Township
Planning Commission
Regular Meeting of April 3, 2017
As approved April 24, 2017

Call to Order, Pledge of Allegiance:

Chair Parzych called the meeting to order at 7:08 p.m., and opened with the Pledge of Allegiance.

Roll Call of Members and Recognition of Visitors:

Commissioners present: Backers, Eldridge, Fields, Parzych, Von See.

Township officials: Acting Zoning Administrator Parzych

Public: Bruce Belanger, Sarah Karazia, Bryan Karazia, Carol Backers, Terry Copeland, Gary Copeland, Don Smith, Terry Bertrand, Karen Mackenzie, Austin Way, Neil Way.

Approval of Agenda:

MOTION by Backers, second by Von See, to accept the agenda as presented. Motion carried.

Call for Disclosure of Conflicts of Interests:

Chair calls for commissioners to disclose any real or potential conflicts of interests with any items on the agenda. All commissioners declared no conflicts.

Approval of Minutes:

MOTION by Backers, second by Von See, to accept the minutes of March 6, 2017 as presented. Motion carried.

Comments from the Public for Matters Not on the Agenda:

There were none.

Comments from Commissioners for Matters Not on the Agenda:

There were none.

Ongoing Permanent Business:

Ongoing review of the Master Plan and the Zoning Ordinance remains on the agenda, even when there is no progress to report. Currently on the list of items being reviewed are Medical Marijuana, waterfront setback language, and minimum dwelling space requirements.

Old Business:

On the matter of soliciting opinions regarding the idea of creating a commercial zone along M-72, 64 letters were mailed to the registered tax addresses of the landowners whose properties could be affected; 17 responses have been received; 3 letters were returned by the USPS as undeliverable. This topic will be on the June 5 agenda.

With regard to altering the existing minimum dwelling space requirements, Chair Parzych requested Secretary Fields to address a memo to the Township Board seeking their guidance on whether to pursue the matter. (At this point in the meeting, Messrs. Way and Belanger left, apparently because the discussion on small houses was postponed).

Report of Township Representative:

Township Clerk Eldridge reported that the approved Kalkaska County Master Plan has been received.

It came to her attention that the copy of the Township Master Plan lodged on the township website was not the current plan. The current plan has been forwarded to 186Networks (formerly Coli Communications), and will be posted on the site. At present, there is no township official who has administrator privileges for our website. That situation will be remedied.

At the township hall, the file room clean-up has been completed and the bleachers have been removed from the gym.

Baggs Road paperwork is proceeding, awaiting final approval from Grand Traverse County. Any money left over from the Baggs Road project will probably go toward the engineering study for Zimmerman Road.

The budget for 2017-2018 has been approved. Eldridge also has some interesting documentation to share on the matter of tiny houses. Guy Molby will be back on the job by June.

Report of Zoning Administrator:

Acting Zoning Administrator Parzych – the report for March is not yet available. Parzych announced that in the interim since the March 6, 2017 public hearing, he has inspected the subject property at address 7315 Rapid City Road, parcel 004-016-035-86. At that hearing, as Acting Zoning Administrator, he had imposed two conditions on the special use permit sought by Arden Pierson; 1) once the existing structures on the property are razed, soil samples are to be taken and evaluate for hazardous contamination, and 2) update reports every 30 days on the progress of the project.

Following his inspection of the subject property, Acting Zoning Administrator Parzych has withdrawn the requirement for soil samples. He reports that the project is going forward.

New Business

Application by Bryan and Sarah Karazia – who desire to add a second dwelling on their 80-acre parcel, a property located at address 6451 Gillett Rd NW in Rapid City, having tax id number 004-022-002-00. Review of the documentation shows that additional information is needed in order to make the application complete. With agreement that the Karazias will confer with Acting Zoning Administrator Parzych in the coming week to provide the necessary information to complete the application, the Planning Commission can schedule the requisite public hearing and publish its notice as required by the Open Meetings Act.

MOTION by Fields, second by Parzych, to set the public hearing on the Karazia application to add a second dwelling to their 80-acre parcel at address 6451 Gillett Rd NW in Rapid City, being parcel number 004-016-002-00, for the regular meeting date in May, which date is May 8, 2017 [the date was erroneously stated as May 1 during the meeting of April 3]. Motion carried.

Application by Don and Steve Smith – to complete the expansion of the Torch Grove Campground from the current 45 sites, to the 54 sites approved by the DEQ in 2013, on property at address 6815 Crystal Beach Road, Rapid City, Michigan, 49676, being parcel number 004-005-010-00. Discussion ensued to clarify, for all members of the Commission, what the previous history was, why the number of 45 represented only 42 usable sites, and why the Smith brothers had not sought the full expansion in 2013 as approved by the DEQ. After discussion, the following motions were made:

MOTION by Parzych, second by Von See, to find the special use application complete, for expansion of the Torch Grove Campground to the 54 sites as approved by the DEQ in 2013. Motion carried.

MOTION by Parzych, second by Von See, to set the public hearing date of April 24, for expansion of the Torch Grove Campground from the current 45 sites to the 54 sites approved in 2013 by the DEQ, at address 6815 Crystal Beach Road in Rapid City, being parcel number 004-005-010-00. Motion carried.

Closing Public Comment:

There was none.

Adjournment:

MOTION by Fields, second by Backers, to adjourn. Adjournment at 7:54 p.m.

Assignments:

- Fields to send memo to seek guidance on the matter of removing minimum dwelling space requirements.
- Fields to publish notice of Karazia public hearing May 8.
- Fields to publish notice of Smith public hearing April 24.

Next Meeting: special meeting April 24, 2017 at 7:00 p.m.; regular meeting May 8, 2017 at 7:00 p.m.

Respectfully submitted,



Tina Norris Fields
Secretary