

Clearwater Township
Annual Joint Meeting
Planning Commission & Zoning Board of Appeals
Held virtually, via Zoom
January 18, 2021
As approved by the Planning Commission – February 1, 2021

Call to Order, Pledge of Allegiance:

Technical difficulties delayed the start of the meeting until nearly an hour. Members of both bodies had intermittent disconnections
Chair Von See, with the assistance of Secretary Fields called the meeting to order at 7:58 p.m., and opened with the Pledge of Allegiance.

Roll Call of Members and Recognition of Visitors:

Commissioners present: Casassa, Fields, Keyes, Leffew, Von See (All attending remotely from within Kalkaska County, Michigan).

Zoning Board of Appeals members present: Casassa, Gerlach, Packer, Snyder (All attending remotely – Casassa, Packer & Snyder from within Kalkaska County, Michigan; Gerlach from Albermarle County, Virginia).

Public: Charise Spinks, Tom Backers, Kurt Cox, David Lawicki.

Approval of Agenda:

MOTION by Leffew, second by Casassa, to accept the agenda as presented. Motion carried.

Call for Disclosure of Conflicts of Interests:

All members of both the ZBA and the PC declared no conflicts of interests.

Approval of Minutes:

MOTION by Keyes, second by Casassa, to accept the minutes of the Planning Commission meeting of December 21, 2020, as presented. Motion carried.

Discussion – ZA report said meeting attended in September, but he was not there [post-meeting note: ZA erroneously checked PC when it should have said Township Board.]

MOTION by Gelach, second by Casassa, to accept the ZBA minutes of the meeting of August 10, 2020, as presented. Motion carried.

Discussion – only two present were at the meeting – resignations complicate the matter – chair explained one member recused self because of proximity to the property in question – administrative approval of the minutes.

Public Comment for Matters Not on the Agenda:

There was none.

Commissioner Comment for Matters Not on the Agenda:

Leffew asked if this is time to lift up idea for move forward with marijuana ordinance. Fields response that Backers has suggested inviting two presenters for February. Notice inviting public input? Agree. Casassa requested clarification which body would be seeking. It would be Planning Commission, the body tasked with crafting the ordinance.

ZBA Members Comment for Matters Not on the Agenda:

There was none.

Annual Business of Both Boards:

Meeting Dates for 2021:

Planning Commission – dates were established at the December 21, 2020 meeting as follows:

January 4, 2021	February 1, 2021	March 1, 2021	April 5, 2021
May 3, 2021	June 7, 2021	July 5, 2021	August 2, 2021
Sep 13, 2021	October 4, 2021	November 1, 2021	December 6, 2021
January 3, 2022	February 7, 2022	March 7, 2022	

Zoning Board of Appeals – the suggested dates are:

April 12, 2021	July 12, 2021	October 11, 2021	January 3, 2022
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MOTION by Casassa, second by Packer, to adopt the suggested dates. Motion carried.

Election of Officers for 2021:

Zoning Board of Appeals – Nominees having agreed to serve, the following motion was made:

MOTION by Gerlach, second by Snyder, to appoint the following officers for 2021: Gerlach as Chair, Snyder as Vice Chair, and Casassa as Secretary. Motion carried.

Planning Commission – Officers elected for 2021, at the meeting of December 21, 2020, are: Von See as Chair, Leffew as Vice Chair, and Fields as Secretary. Casassa is the representative of the Planning Commission to the Zoning Board of Appeals. Keyes is the representative of the Township Board to the Planning Commission.

Annual Reports pf Both Boards:

Both boards have written and submitted annual reports to the Township Board and to each other.

Annual Report of Zoning Administrator:

Supervisor Backers indicated he had received the annual report from the Zoning Administrator and would forward it to both the Planning Commission and the Zoning Board of Appeals.

Closing Public Comment:

Backers – thanked everyone for their patience as we work out all the bugs. Going forward, the various township business meetings will always be made available virtually. The Little Red Schoolhouse will provide the service for members of the public who would otherwise be unable to access the virtual meeting space.

Casassa – asked if the agenda for the upcoming Township Board meeting will be posted on the website. Backers responded that the plan is to have it posted two days prior to the meeting, and to have that as the policy, going forward.

Adjournment:

MOTION by Gerlach, second by Casassa, to adjourn. Adjournment at 8:40 p.m.

Next Meeting: Planning Commission – February 1, 2021. ZBA – April 12, 2021.

Respectfully submitted,



Tina Norris Fields
Secretary