

BLAIR TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
APPROVED Minutes
October 18, 2017

A. CALL TO ORDER

Chairman Heim called the meeting of the Blair Township Planning Commission at 6:00 pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Members Present: Dennis Fitzpatrick, Lori LaBonte, George Lombard, Bob Boeve and Chairman Jerry Heim, Travis Clous

Members Excused: Andy Nickerson

Members Absent:

Staff Present: Lindsey Wolf, Zoning Administrator, and Karen McIntyre, Recording Secretary

D. PUBLIC COMMENT

E. APPROVAL OF AGENDA

Motion by Fitzpatrick, supported by Clous to approve the Agenda as presented. **Motion** carried.

F. DECLARATION OF CONFLICT OF INTEREST

None stated.

G. MINUTES

Motion by Lombard, supported by LaBonte to approve the minutes of the September 20, 2017 Blair Township Planning Commission meeting as presented. **Motion** carried.

H. CORRESPONDENCE

None.

I. PRESENTATIONS

None.

J. UNFINISHED BUSINESS

1. Adoption of Bylaws:

Zoning Administrator Wolf reported that the Bylaws before commissioners reflected the changes discussed at the last meeting. Items outlined in the email received from Travis Clous, were in addition to those discussed, including:

Article 2. **Membership**, Item C **Attendance**: The third line, 'Delinquency shall be grounds...' changed to read: 'Delinquency may be grounds...'

Article 5. **Meetings**, Item A. **Regular Meetings**: The first line ‘Meetings of the Commission will be held the third Wednesday of ...’ to read, ‘Meeting time of the Commission will be determined by the Commission...’.

Article 10. **Capital Improvements Program**: Items under this article began with Item C and should be changed to begin with Item A.

Article 12. **Adoption, Repeal, Amendments**, Item A. Upon the adoption of bylaws, the date of adoption should be added.

Chairman Heim added:

Article 2. **Membership**, Item D. **Training**: The third line, which lists organizations, should be changed to read: ‘Training shall be provided’.

Article 5. **Meetings**, Item C. **Recess**: The second line ...’(not including site inspections), shall suspend...’ changed to read: ‘(not including site inspections), may suspend...’

Article 10. **Capital Improvements Program**, Item D. The first line, ‘To do so, the Commission shall establish....’ changed to read: ‘To do so, the Commission may establish...’

Article 11. **Other Matters to be considered by the Commission**, Item A. 10. Remove the word ‘four’.

Motion by Fitzpatrick, supported by Clous to approve the Bylaws as amended.

Roll call vote.

Yea: Lombard, LaBonte, Fitzpatrick, Clous, Boeve, Heim

Nay:

Motion carried.

K. NEW BUSINESS

1. Public Hearing: Zoning Ordinance Text Amendment #104-05-17-01 Section 24.03 (3) Variances:

Chairman Heim outlined the process, being presentation by staff, commissioner questions, public comment, staff rebuttal, if necessary, concluding with action.

Chairman Heim opened the Public Hearing at 6:28 p.m.

Zoning Administrator Wolf indicated that the Zoning Board of Appeals (ZBA) expressed some confusion as to the Zoning Ordinance and requirements of the granting of variances. Wolf reported that in reviewing other townships’ ordinances for comparison, and discussion with the ZBA, recommendations were drafted as outlined.

Wolf reviewed the current and proposed language additions and changes recommended. Clous distributed suggested changes, also.

Discussion: Board members offered suggestions and gave input as to the recommended requirements for variances as outlined by the ZBA and Clous.

Public Comment:

Barb Benson, 3838 Rustic Manor Court, Traverse City addressed the board on the variance granting criteria and process.

Chairman Heim closed the Public Hearing at 6:55 p.m.

Discussion: Fitzpatrick indicated that the suggested additional item to the current criteria items was unnecessary and contradictory. Boeve stated that some flexibility is necessary, giving examples of previous cases.

Motion by Fitzpatrick, supported by Lombard to recommend the Zoning Ordinance Text Amendment #104-05-17-01 Section 24.03 (3) Variances with proposed changes made in the Staff Report with recommended clarifications, and with the addition of the change to Item 1 to read: 'shall not be contrary to the intent and purpose of this ordinance, which is to promote the public health, safety and welfare', to be sent to the Blair Township Board of Trustees for approval.

Roll call vote.

Yea: Lombard, LaBonte, Fitzpatrick, Clous, Boeve, Heim

Nay:

Motion carried.

2. Master Plan:

Zoning Administrator Wolf discussed the Visioning Session held for citizen input on October 17 and indicated that next step in the process was for board members to review information received and provide input for developing a future land use map.

Board members requested that staff utilize the plan drafted by the Blair Township Treasurer and Fitzpatrick, insert items required by the Planning Enabling Act and insert needed maps to be reviewed initially by the sub-committee, and to come before the Planning Commission at their November meeting.

L. REPORTS

Zoning Administrator:

Zoning Administrator Wolf reported that the Clean-up Day was a success.

Township Board Representative:

Fitzpatrick reported that the Township Board received a request for interpretation of the water ordinance from a resident that removed a mobile home and would like to build.

Fire Department shift captains were appointed.

A Township newsletter is in process.

Zoning Board of Appeals:

None.

Trails:

None.

M. OTHER BUSINESS

None.

N. PUBLIC INPUT

Barb Benson, 3838 Rustic Manor Court, Traverse City addressed the board concerning website issues; requested that the variance amendments be posted; suggested that 'major decisions' be postponed for residents who travel in the winter months; and, suggested that a history of Blair Township be added to the Master Plan.

O. ADJOURNMENT

Motion by Fitzpatrick, supported by LaBonte to adjourn. **Motion** carried. Meeting adjourned at 8:30 pm.

Respectfully submitted,
Karen McIntyre, Recording Secretary