

BLAIR TOWNSHIP PLANNING COMMISSION REGULAR MEETING

Approved Minutes
September 20, 2017

A. CALL TO ORDER

Acting Chairman Lombard 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: George Lombard, Acting Chairman, Dennis Fitzpatrick, Lori LaBonte, Andy Nickerson and Travis Clous.

Members Excused: Chairman Jerry Heim, Bob Boeve.

Members Absent:

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

D. PUBLIC COMMENT

None.

E. APPROVAL OF AGENDA

Motion by Nickerson , supported by LaBonte to approve the Agenda as presented. **Motion carried.**

F. DECLARATION OF CONFLICT OF INTEREST

None stated.

G. MINUTES

The following changes to the August 16, 2017 regular meeting minutes were noted: Zoning Administrator Wolf indicated that Chairman Heim requested that, in Section K, Item 1, a comma be placed after 'William Clous' in the first line of the second paragraph; and, that the word 'personal' be removed in the second line of the second paragraph.

Motion by Fitzpatrick, supported by Nickerson to approve the minutes of the August 16, 2017 Blair Township Planning Commission meeting as amended. **Motion carried.**

H. CORRESPONDENCE

Zoning Administrator Wolf indicated that correspondence concerning the Master Plan was received from John Sych, Grand Traverse County Planning Director, which would be discussed when the Master Plan is addressed.

I. PRESENTATIONS

None.

J. UNFINISHED BUSINESS

1. Adoption of Bylaws:

Zoning Administrator Wolf indicated that the changes discussed at the August 16 meeting were made, specifically to Section 2 Item D, board member training hours; Section 3 Item B, board member site visits; and, Section 11 Item A.10, board member attendance of 4 joint meetings per year with Blair Township Board of Trustees and Zoning Board of Appeals.

Board members discussed several changes and clarifications, including the clarification of board representation from other boards and their voting responsibilities; also, that Section 5 of the Bylaws was missing. Lombard requested clarification concerning Item 3, Section C, 1a. defining an administrative action for voting purposes, and suggested that Item 6, Item I. 1, relative to Public Comment be reviewed. Further, Lombard requested elaboration on Section 10, Capital Improvement Program (CIP). Zoning Administrator Wolf gave a brief explanation and stated that it was one of the items that were required by the Planning Enabling Act. Clous requested a copy of the CIP.

Blair Township Clerk, Wolfgang suggested that of the items questioned, specifically questions concerning member voting should be reviewed and clarified by Michigan Townships Association (MTA).

Motion by Clous, supported by Fitzpatrick to table the Bylaws until the next regular Planning Commission meeting. **Motion carried.**

2. Master Plan:

Zoning Administrator, Wolf indicated that the information before the board for discussion was received from John Sych, GT County Planning Director. Wolf stated that staff plans to schedule a visioning session following the joint meeting on October 17 to invite more community involvement; therefore, there would not be a regular Planning Commission meeting in October. Zoning Administrator Wolf noted that staff plans to make available the citizen survey and information regarding the Fall Clean-up day at the Visioning Session. Clous indicated that he would prefer that the next regular Planning Commission meeting scheduled for October 18 be held so that board members could continue the Master Plan discussion.

K. NEW BUSINESS

None.

L. REPORTS

Zoning Administrator:

Wolf noted the upcoming Fall Clean-up day scheduled for October 7, and reported on the discussion by the Zoning Board of Appeals concerning variance standards.

Township Board Representative:

Fitzpatrick reported on newly appointed Planning Commission board member, Clous, Zoning Board of Appeals members, Felicia Randall and Karin Casscadin; and, a Welcome Packet currently in process for new residents and businesses.

Zoning Board of Appeals:

LaBonte reported that the Zoning Board of Appeals reviewed variance language and bylaws; held election of officers with Randall as new Chair.

Trails:

None.

M. OTHER BUSINESS

N. PUBLIC INPUT

Bob Hilliard commented on questions he had relative to zoning of a parcel of land; Zoning Administrator Wolf suggested that he meet with her during business hours to discuss.

Nickerson commented on the October 18 Planning Commission meeting; Clous requested a copy of the most recent Master Plan drafted.

O. ADJOURNMENT

Motion by Fitzpatrick, supported by LaBonte to adjourn. **Motion carried.** Meeting adjourned at 7:05 pm.

Respectfully submitted,
Karen McIntyre, Recording Secretary