

BLAIR TOWNSHIP PLANNING COMMISSION REGULAR MEETING
APPROVED Minutes
August 16, 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, and Chairman Jerry Heim, Andy Nickerson, Bob Boeve

Members Excused:

Members Absent:

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

D. PUBLIC COMMENT

Felicia Randall, 3612 Perimeter, Traverse City commented on Master Plan, Junk Ordinance; also discussed the formation of Redevelopment Ready Communities and Corridor Authority.

E. APPROVAL OF AGENDA

Motion by Fitzpatrick, supported by Lombard to approve the Agenda as presented. **Approved** unanimously.

F. DECLARATION OF CONFLICT OF INTEREST

None stated.

G. MINUTES

The following changes/corrections to the June 21, 2017 regular meeting minutes were noted. In section K. New Business, item 2. 'SPR#17-05-01' should read: SU/SPR#17-05-01. Item 4. 'SPR#07-05-02' should read: SU/SPR#17-05-02. Chairman Heim requested identification of Regular Meeting or Special Meeting be reflected in the minutes.

Motion by Lombard, supported by Fitzpatrick to approve the minutes of the June 21, 2017 Blair Township Planning Commission meeting as amended. **Approved** unanimously.

The following changes/corrections to the July 5, 2017 special meeting were noted: Chairman Heim requested identification of Regular Meeting or Special Meeting be reflected in the minutes.

Motion by Fitzpatrick, supported by Nickerson to approve the minutes of the July 5, 2017 Special Meeting. **Approved** unanimously.

H. CORRESPONDENCE

Zoning Administrator Wolf indicated that documents pertaining to items discussed during Public Comment received by Felicia Randall were distributed to Commission members. Also distributed was a memo from County Planner, John Sych.

I. PRESENTATIONS

None.

J. UNFINISHED BUSINESS

None.

K. NEW BUSINESS

1. Site Plan Review #17-07-01 – Site Plan Review for Allowance of Placement of Communication Tower for Internet Service:

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

Travis Clous representative for the applicant William Clous, gave a presentation outlining the proposed placement of the tower on William Clous' property, which would provide internet service. Zoning Administrator Wolf indicated the following requirements:

- Landscaping needed at the base of the tower as per ordinance.
- Sealed and engineered plans.
- Documentation indicating no FCC requirements.
- Contact information correction.

Boeve requested the purchase and placement of an anti-climb shield instead of additional fencing.

Chairman Heim reviewed and board members discussed the Site Plan requirements in Section 21.02 and the standards for approval in Section 21.03 Items 1-11.

Motion by Boeve supported by Nickerson to approve Case # SPR-17-07-01 with the following conditions:

1. Landscaping needed at the base of the tower.
2. Sealed and engineered plans.
3. Documentation indicating no needed FCC requirements
4. Correction in contact information.

The site plan with conditions will have met the Standards for Approval as required in Section 21.03 Items 1-11 and is a use permitted in the AG Zoning District of Blair Township Zoning Ordinance.

Roll call vote.

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

Nay: None

Motion passed.

2. Master Plan:

John Sych, Grand Traverse County Planner was present and addressed the Commission to discuss requirements for the Master Plan process and answered Commissions' and public questions.

3. Election of Officers:

Chairman Heim reviewed the process, being nominations and vote, and indicated that motion 'second' was not required. Chairman Heim called for nominations for Chair.

Motion by Lombard to nominate Heim to serve as Chair for the 2017/2018 fiscal year. **Approved** unanimously.

Chairman Heim called for nominations for Vice-Chair.

Motion by LaBonte to nominate Lombard to serve as Vice-Chair for the 2017/2018 fiscal year. **Approved** unanimously.

Chairman Heim called for nominations for Secretary.

Motion by Fitzpatrick to nominate LaBonte to serve as Secretary for the 2017/2018 fiscal year. **Approved** unanimously.

4. Adoption of Bylaws:

Zoning Administrator Wolf stated that updates were needed as several outdated versions of the Bylaws existed. As clarifications and corrections were noted, staff recommended Commission members review and forward their changes and revisit the revised Bylaws at the next regular Planning Commission meeting. There being no objection, it was agreed that the Adoption of Bylaws would be on the next Planning Commission meeting's agenda.

L. REPORTS

Zoning Administrator:

Zoning Administrator Wolf discussed the status of the Blair Township survey and requested input as to a time-frame the survey should remain available for the public. Wolf also indicated that staff would compile results as they are received.

Township Board Representative:

Fitzpatrick reported on the interview committees and status of process for the Director of Emergency Services, the full-time Paramedic/Firefighter, the Township Engineer, and the Maintenance Coordinator. Further, Fitzpatrick changes in the use policy of the pavilion, noting that there would no longer be rental charges.

Zoning Board of Appeals:

None.

Trails:

None.

M. OTHER BUSINESS

Zoning Administrator Wolf noted the requirement of reviewing the Capital Improvement Report and requested recommendation from County Planner, John Sych. Wolf also indicated that no new business had been received for the next regular Planning Commission meeting; however the meeting would be discussion of the Master Plan.

N. PUBLIC INPUT

Township Trustee, Karl Kucera commented on the Blair Township survey.

O. ADJOURNMENT

Motion by Lombard, supported by Nickerson to adjourn. **Approved** unanimously. Meeting adjourned at 8:10 pm.

Respectfully submitted,
Karen McIntyre, Recording Secretary