



ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
December 12th, 2016 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

- A. LIMITED PUBLIC COMMENT:** Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator's discretion
- B. APPROVAL OF AGENDA:**
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. SPECIAL PRESENTATIONS:**
- E. CONSENT CALENDAR:** The purpose of the consent calendar is to expedite business by grouping non-controversial items together for one Commission motion without discussion. A request to remove any item for discussion later in the agenda from any member of the Commission, staff or public shall be granted.
 - 1. RECEIVE AND FILE**
 - a. Township Board Minutes 11/01/2016
 - b. Draft Parks & Trails Committee Minutes 11/18/16
 - 2. ACTION:**
 - a. Approve Draft Planning Commission Minutes 11/14/16
- F. ITEMS REMOVED FROM THE CONSENT CALENDAR**
 - 1. _____
 - 2. _____
- G. CORRESPONDENCE:**
 - 1. Master Plan Amendment Public Hearing – East Bay Charter Township
- H. PUBLIC HEARINGS:**
- I. OLD BUSINESS:**
 - 1. Public Forum on Short-Term Rentals
 - 2. Medical Marihuana – Board Feedback
- J. NEW BUSINESS:**
 - 1. Adopt 2017 Planning Commission Regular Meeting Schedule
- K. PUBLIC COMMENT & OTHER PC BUSINESS**
 - 1. Zoning Administrator Report – Shawn Winter
 - 2. Planning Consultant Report – John Iacoangeli
 - 3. Township Board Report – Doug White
 - 4. Parks & Trails Committee Report – Marcie Timmins

ADJOURN:



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
December 12th, 2016 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:05pm

ROLL CALL:

Members present: D. Rosa, B. Balentine, D. White, T. Forgette (Secretary), K. Wentzloff (Chair), M. Timmins

Members excused: S. Feringa (Vice-Chair)

Staff present: S. Winter, Zoning Administrator
J. Iacoangeli, Township Planner

A. LIMITED PUBLIC COMMENT: Open 7:06pm; Closed 7:06pm

B. APPROVAL OF AGENDA:

Motion by Timmins to approve agenda Support by Balentine. Motion passes unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. SPECIAL PRESENTATIONS: None

E. CONSENT CALENDAR:

1. RECEIVE AND FILE

a. Township Board Minutes 11/01/2016

b. Draft Parks & Trails Committee Minutes 11/18/16

2. ACTION:

a. Approve Draft Planning Commission Minutes 11/14/16

Motion by Timmins to approve the Consent Calendar as presented. Support by Rosa. Motion passes unanimously.

F. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

G. CORRESPONDENCE:

1. Master Plan Amendment Public Hearing – East Bay Charter Township

Notification letter from East Bay Township regarding proposed amendment to their Master Plan. Letter is the legal notice of the public hearing.

H. PUBLIC HEARINGS: None

I. OLD BUSINESS:

1. Public Forum on Short-Term Rentals

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

Public hearing has been scheduled for January 19, 2017 at the Williamsburg. This will be a joint meeting of PC and Board to provide property owners the chance the chance to voice their opinion on the topic. Currently, Counsel has indicated that currently the township zoning does not allow such uses. Meeting will be recorded.

2. Medical Marihuana – Board Feedback

No real feedback to PC from Board. Packet contained memo. Since many components of new changes to the legislation have not been drawn up yet and there is still time, PC members agreed to wait and see how this all comes together.

J. NEW BUSINESS:

1. Adopt 2017 Planning Commission Regular Meeting Schedule

Motion by Timmins to adopt the 2017 Meeting Schedule. Support by Forgette. Motion passes unanimously.

K. PUBLIC COMMENT & OTHER PC BUSINESS

- 1. Zoning Administrator Report – Shawn Winter summarized report. Noted an obstacle in Gokey Apartment project due to water main not extended as expected by engineers. Design plans moving forward with Dan Kelly project.**
- 2. Planning Consultant Report – John Iacoangeli - nothing to report**
- 3. Township Board Report – Doug White - nothing to report**
- 4. Parks & Trails Committee Report – Marcie Timmins reported that Township received good news on Bayside Park grant. MDNR approved grant for \$300,000; GTRLC pledged another \$200,000 and the township has committed \$100,000. Drawings and site engineering will need to be done. Site work likely to be done in late 2017 or early 2018.**

Public comment open at 7:30pm. Closed at 7:30pm.

ADJOURN:

Motion by Timmins to adjourn. Support by Balentine. Motion passes unanimously. Meeting adjourned at 7:30pm.



MEMORANDUM

Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

To: Acme Township Planning Commission
From: Shawn Winter, Zoning Administrator
CC: Jeff Jocks, Counsel; John Iacoangeli, Planning Consultant
Date: December 5, 2016
Re: December 12, 2016 Planning Commission Packet Summary

A. LIMITED PUBLIC COMMENT

1. **Open:** _____ **Close:** _____

B. APPROVAL OF AGENDA

1. **Motion by:** _____ **Support:** _____

C. INQUIRY AS TO CONFLICTS OF INTEREST

1. **Name:** _____ **Item:** _____
2. **Name:** _____ **Item:** _____

D. SPECIAL PRESENTATION

1. None

E. CONSENT CALENDAR:

1. **RECEIVE AND FILE:**
- a. Township Board Minutes 11/01/16
 - b. Draft Parks & Trails Committee Minutes 11/18/16
2. **ACTION:**
- a. Approve Draft Planning Commission Minutes 11/14/16

F. ITEMS TO BE REMOVED FROM THE CONSENT CALENDAR

1. _____
2. _____

G. CORRESPONDENCE:

1. **Master Plan Amendment Public Hearing – East Bay Charter Township**
- East Bay Charter Township will be holding a public hearing on a proposed amendment to their Master Plan
 - The amendment would change 28 acres from Industrial to Residential Medium-High Density
 - A letter was distributed to surrounding jurisdictions in September noting that the Township would be considering the request. This month’s correspondence is the legal notice of the public hearing

H. PUBLIC HEARINGS:

1. None

I. OLD BUSINESS:

1. Public Forum on Short-Term Rentals

- The public forum on short-term rentals will be held Thursday, January 19 beginning at 7:00 pm at the Williamsburg (formerly the Williamsburg Dinner Theater).
- This will be a joint meeting between the Planning Commission and Township Board, with the primary objective to provide residents and property owners the chance to voice their opinion on the topic
- A survey will be available for attendees to fill out that will allow us to capture quantitative data, as well as provide an option for input by those who may not feel comfortable speaking at a public forum.
- It's important to emphasize that this is the first step in making a decision. The feedback and results from the forum will need to be analyzed, as well as reviewing our master plan to make sure the decision that is made reflects the goals and objectives prescribed for our future. Furthermore, the public should know that the Township's elected and appointed bodies have no pre-determined decisions related to short-term rentals.
- We will need to set up and clean up the space we're using for the forum. Anyone who is able to lend a hand before or after in that effort would be greatly appreciated. Set up in particular will take place during office hours, and many who work at the Hall will need to remain there to keep the operations going. Please let me know if you are able to help in this capacity.

2. Medical Marihuana – Board Feedback

- The proposed changes to the Medical Marihuana legislation was presented to the Board
- The PC requested direction from the Board on what changes would be appropriate.
- No decision was made at this time. An enclosed memo briefly summarizes the outcome of the Board meeting

J. NEW BUSINESS:

1. Adopt 2017 Planning Commission Regular Meeting Schedule

- Enclosed is the proposed 2017 PC meeting schedule, based on the tradition of meeting the second Monday of each month.
- Please review the dates to make sure there are no conflicts with holidays, elections, etc.

K. PUBLIC COMMENT & OTHER PC BUSINESS:

1. Public Comment:

- **Open:** **Close:**

2. Zoning Administrator Report: Shawn Winter

- **Permits**
 - Land Use Permits – 6
 - 2016-44 Multifamily – Gokey Apartments
 - 2016-45 Accessory Building – 8841 Birchview Dr
 - 2016-46 Accessory Building – 6257 Plum Dr
 - 2016-47 Demo – 6527 Deepwater Point
 - Sign Permits – 0
 - Zoning Board of Appeals - 0
 - Three non-use variance requests were submitted for the December 8, 2016 ZBA meeting
 - All are related to accessory buildings: two requests to place them in the front yard, one request to build an accessory building exceeding the ground floor area of the proposed primary dwelling unit
 - I will update the PC on the ZBA's decisions at our December 12 meeting.

- John Iacoangeli and I met with Dan Kelly to discuss his PD project and the development potential on his property. He has hired a land planner to help him create a master plan for the property.
- Due to the holiday schedule, the Township Hall will be closed December 22nd – 26th, and Dec. 29th – January 2nd.

3. **Planning Consultant Report:** John Iacoangeli
4. **Township Board Report:** Doug White
5. **Parks & Trails Committee Report:** Marcie Timmins



ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, November 1, 2016, 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.

- Members present: J. Aukerman, C. Dye, A. Jenema, G.LaPointe, P. Scott, D.White, J. Zollinger
- Members excused: None
- Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT:

J. Heffner, 4050 Bayberry Ln, expressed gratitude for the recent road work repair on Bunker Hill/Bartlett Rds and completion of the first phase of Bayside Park. He expressed concerns about the Bunker Hill boat launch closing.

Trustee, LaPointe, took the podium during public comment and said that he was disappointed in reading the Ticker that the GT Band has applied to put the Grand Traverse Town Center property, that they currently own, into trust status. That means that once the property is put into trust status the Township and the County will lose significant tax revenues as the property is further developed. In addition, the Township will lose much control of the project as the Band will not be obligated to adhere to many of the township ordinances that pertain to the development of this 160 acre parcel. That being said, based on what the GT Band has done on other projects in the area, most notably the GT Resort, he was confident that they will do the right thing for the community. This potential loss of significant tax revenue and local control, brought about by the recent sale of the property by the original developer to the GT Band is totally understandable. Clearly the sale to the GT Band can be attributed directly to the actions of some individuals and a CCAT organization that chose to sue the Township in an attempt to stop this project some 12 years ago that resulted in a legal quagmire that not only delayed the project for years but cost the original developer of the property an untold sum of money, probably well in the millions, in both legal fees and costly construction cost overruns that in all probability was a major factor in his exit from this project and the sale to the parcel to the GT Band resulting in the real possibility that the entire 160 acre parcel will now be taken off the tax rolls. A fine example of unintended consequences resulting in a loss of current and future tax revenue and local participation in the development of the Grand Traverse Town Center.

B. APPROVAL OF AGENDA:

Motion by Jenema, seconded by Aukerman to approve the agenda as presented. Motion carried by unanimous vote.

C. APPROVAL OF BOARD MINUTES 10/04/16

Motion by White, seconded by Dye to approve the 10/04/16 Board minutes as presented. Motion carried by unanimous vote.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS:

1. Clerk – Dye

Dye said that she will be taking the current health insurance offered as discussed in the October Board meeting. The Clerk’s office is VERY busy with the upcoming election. Dye said that over 900 absentee ballots have gone out with 65% having been returned. Discussion on selecting a date for swearing in of the Township officials after the November 8th election.

2. Parks

Zollinger stated that our current Parks worker, Gary, is working 3 days a week. He will be gone January-March. Zollinger said the bathrooms/water have all been shut down in the Parks. Zollinger reported some recent vandalism at Saylor Park.

3. Legal Counsel

Report on table. Jocks will be at the December Board meeting

4. Sherriff – Potter

Potter commented that Halloween was uneventful. He reminded the residents again to lock homes and cars.

5. County - Received and filed

6. Roads – Marc McKeller

F. SPECIAL PRESENTATIONS/DISCUSSIONS: Yuba Historical Society-Supervisor

Zollinger commented that when the contractors were digging for the Saylor Boat launch they uncovered an old wheel wagon that is believed to be from a wagon coming to Yuba in the early 1900's. Zollinger presented to Roy Challender, 3885 Bunker Hill Rd, a member of the Yuba Historical Society. Also a postcard from 1879 that was sent to Yuba, Michigan was given to the society. The postcard was given to the Township by Andy Andres, Jr, 4946 E M 72, also a Acme Township resident.

G. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. RECEIVE AND FILE:

- a. **Treasurer's Report**
- b. **Clerk's Revenue/Expenditure Report and Balance Sheet**
- c. **North Flight report**
- d. **Draft unapproved meeting minutes**
 - 1. **Planning Commission 10/10/16**
 - 2. **Parks & Trails 08/26/16 and 09/16/16**

2. APPROVAL:

- a. **Accounts Payable Prepaid of \$14,351.64 and Current to be approved of \$45,089.34 (Recommend approval: Cathy Dye, Clerk)**

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

Dye requested the Current bills to be removed.

Motion by Dye, seconded by White to approve the Consent Calendar with the removal of the Current Bills to be paid. Motion carried by unanimous roll call vote.

Dye had three new invoices to be paid totaling \$15,861.09. Current Bills would go from \$45,089.34 to \$60,950.43.

Motion by Jenema, seconded by Scott to approve the Current Bills of \$60,950.43. Motion carried by unanimous roll call vote.

I. CORRESPONDENCE: None

J. PUBLIC HEARING: None

K. NEW BUSINESS:

1. Acme Sewer force main by-pass Part 41 application to DEQ - Supervisor

Zollinger stated that the application for the sewer force by-pass has been submitted. We will partner with East Bay township in sharing the cost.

2. Acme Township phone system replacement

Zollinger commented that the current phone system is not always accurate and have trouble with the

APPROVED MINUTES

recordings. Our current system has been in place for over 12 years. Board said to go ahead and get bids and come back to the Board.

3. Annual MDOT Right-of-away permit resolution form 2207B

Zollinger said this performance resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an individual permit for use of State Highway right-of-way.

Motion by Scott, seconded by Jenema to approve Resolution R-2016-39 as presented. Motion carried unanimously.

L. OLD BUSINESS:

1. Acme Sewer/Septage Bond – Supervisor

Zollinger stated that in the recent Township Audit it was pointed out that we did not have a detailed system of tracking sewer bonds. Divozzo from DPW and Zollinger created some new spreadsheets to explain our outstanding obligations and loan payback for septage plant.

2. Boat launch status report - Supervisor

Zollinger said the painting on the pavement is completed. Signage completed. Aukerman has sent the final report for the Great Lakes Fishery Trust grant.

Work at Bayside is completed for November.

Motion by White, seconded by Scott, to pay outstanding bills as long as they do not exceed the approved amount for the Bayside project. Motion carried by unanimous roll call vote.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Zollinger introduced Jesse Wolff, from the Grand Traverse Regional Land Conservancy. Jesse is replacing Matt McDonough.

R. Challenger, 3885 Bunker Hill Rd, commented that the horseshoe pits at Sayler Park have sidewalks covering them. Zollinger stated that the pits will be replaced next Summer.

ADJOURN AT 8:30 pm

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
November 18th, 2016 10:00 a.m.**

ROLL CALL:

Committee:	A	Feringa	X	Heffner	X	Heflin	X	Jenema
	A	LaPointe	X	Timmins	X	Wentzloff		
Advisory:		Heinert	X	Kushman				
Staff:	X	Winter						

A. PUBLIC COMMENT: None

**B. APPROVAL OF AGENDA: Timmins, 2nd. By Heflin With addition of Jim Heffner for TART trails under correspondence and adding Bunker Hill boat launch under old business #5.
Motion carries**

C. INQUIRY AS TO CONFLICTS OF INTEREST:

**D. CORRESPONDENCE: Jim Heffner for Tart Trails; Jim presented the plaque from TART that the township was awarded, accepted by Jim and Klaus, at the TART Volunteer Appreciation Dinner. Amy will present the award to the Board at the December board meeting.
Jim also read an email from the GTRLC.**

E. ACTION:

1. Approve Parks & Trails Minutes 10/21/2016 Motion to approve by Heffner, 2nd. By Heflin.
Motion carries

F. OLD BUSINESS:

1. Bayside Park Grant Update - Shawn went over the MDNR trust fund grant. 20 points were gained from the original score after Shawn and Klaus sent in the revisions. The township will have an answer in December as to whether or not the township receives the grant
2. 2% Grant Application – Trail Engineering - Discussed the best strategy to go after grants for the bike trail and which section of the trail we would start with.. Amy Jenema, Julie Clark and Shawn will be meeting on Nov. 28th. With a representative (Amy) from MDot, to go over which of Acmes projects would best fit in the TAP program. That meeting will determine the amount and scope of the project to be requested for board support of submittal of a Tribal 2% grant, due in December, to pay for engineering cost that the TAP grant does not cover. Options discussed are as follows;

Option A) Only the Acme connector trail, if we remain with Gosling and Czubak some of the engineering work has been done which will help keep cost down.

Option B) A trail from Gilroy Park all the way to North Bayside and from the train tracks on Bunkerhill down to the shoreline. If this option is chosen the board would be asked to support a 2% grant for all the engineering costs.

Option C) None of the projects qualify for TAP funding, committee would ask the board to

support a 2% grant for the full cost of the Acme connector trail area.

Motion: Heflin, 2nd Jenema

Motion to recommend to the board submittal of a 2% grant for 1 of 2 projects.

- 1) Engineering and construction of the Acme connector trail.
- 2) The engineering costs for the Acme Connector Trail and TC to Charlevoix trail.

Dependent on the outcome of Shawn and Julie's meeting with the TAP coordinator about how Acme projects may or may not fit within the requirements of a TAP grant.

Motion carries

3. Adopt-A-Bench Program- looked at Kalamazoo's program and how it was set up. All agreed with a little tweaking it could work for Acme. Looked at different bench styles, everyone is to mark their favorite 3 or 4 from the styles shown and give them back to Amy.
A letter explaining the program will go out in the February accessors letter.
4. Yuba Creek Natural Area Trails Shawn met with Steve Lagerquist about a trail through the yuba creek natural area. The committee went over the 2 different options, shown in blue and yellow. Heffner noted that in his experience the blue trail would be the better option because of vegetation and slope.
Jay Zollinger is speaking with the Valiquette family about acquiring an easement across their property, as the the trail would go over a portion of their land.
Discussed Americorp helping to build the trail. Felt the board should discuss budgeting funds for Americorp, from 2017 budget, to help cover cost of trail building and autumn olive removal. Timeline for work is around Sept. 2017.
Heffner brought up re-mowing the existing trail to better follow the contours of the land. Discussion followed.
5. **Bunkerhill Boat launch-** Brian Terhune came in with a plan for parking at Bunkerhill. The committee discussed how the plan didn't leave room for the trail. Acme Board needs to decide if the township will purchase Gilroy park or not, and to decide if the road end launch at Bunkerhill will be closed.

G. NEW BUSINESS:

H. PUBLIC COMMENT none

ADJOURN: Motion to adjourn Timmins, 2nd by Heflin
Motion carries



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
November 14th, 2016 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:0

ROLL CALL:

Members present: D. Rosa, B. Balentine, D. White, T. Forgette (Secretary), S. Feringa (Vice-Chair),
K. Wentzloff (Chair), M. Timmins

Staff present: S. Winter, Zoning Administrator
J. Iacoangeli, Township Planner
J. Jocks, Township Counsel

A. LIMITED PUBLIC COMMENT: Open 7:01, Close 7:03

Jim Heffner – 4050 Bayberry Lane

Attended TART appreciation event on Wednesday, November 9. TART presented a plaque to Jim on behalf of Acme Township for their appreciation of Acme's governmental cooperation and efforts, not only on the Bayside Park improvements but also for the unanimous support of extending the existing trail system through the Acme Connector Trail and Traverse City to Charlevoix Trail. Also received an email from Glen Chown, Grand Traverse Regional Land Conservancy, appreciating the efforts of and partnership with Acme Township and Gosling Czubak to improve Bayside Park. Jim also spoke with friends on Old Mission Peninsula who rent the upstairs of their home on AirBNB. They lost their principle residency exemption, which was challenged in the Tax Tribunal and Peninsula Township lost since only a portion of the house was rented and still owner occupied.

B. APPROVAL OF AGENDA:

Motion by Timmins to move items under J. New Business ahead of I. Old Business. Support by Balentine. Motion passes unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: none

D. SPECIAL PRESENTATION

1. John Sych –Director of Planning and Development, Grand Traverse County

John Sych and Russ Soyring, Planning Director for the City of Traverse City were in attendance to present John Iacoangeli of Beckett & Raeder with the Roger Williams Planner Award from the annual Grand Traverse County Planning Awards Banquet. John Sych read the script for John Iacoangeli's award presentation, who was not able to attend the banquet. Russ Soyring nominated John Iacoangeli for the award.

E. CONSENT CALENDAR:

1. RECEIVE AND FILE

- a. Township Board Minutes 10/04/2016
- b. Draft Parks & Trails Committee Minutes 10/21/16

2. ACTION:

- a. Approve Draft Planning Commission Minutes 10/10/16

Motion by Balentine to approve the Consent Calendar as presented. Support by White. Motion passes unanimously.

F. ITEMS REMOVED FROM THE CONSENT CALENDAR: none

G. CORRESPONDENCE: none

H. PUBLIC HEARINGS: none

I. NEW BUSINESS:

1. *Kelly Planned Development Pre-Application Review – Iacoangeli*

Dan Kelly, owner of The Williamsburg and Catering by Kellys, was on hand to present an overview of his Planned Development (PD) for the pre-application review. This part of the process is to have the Planning Commission determine if the project qualifies for a PD. Kelly has been exploring opportunity to develop the property, consisting of approximately 13 acres. The initial idea was to create a resort community consisting of 40 cottages, to be developed in phases. The cottages would be designed for weekly and nightly rentals.

Kelly presented a development overview that included greater detail on the resort concept. The TART Trail extension (Acme Connector Trail), is a strong asset to his future development plans. Kelly discussed existing sewer, extending water from the Tribe, excavation, and landscaping that he is anticipating being part of the development. The intent is to keep all the old growth pines and hardwoods. Poplars would be removed to site the cabins, which would contain stoves, laundry facilities, and be approximately 450-500 square feet. The facility would include a pools and tiki bar. Commercial opportunities have been considered and Kelly would like to reduce the size of the existing parking lot to allow additional commercial uses, along with renovations and patio to The Williamsburg. The commercial uses would be sited up front near the road, but would be developed in a later phase. Kelly wants to ensure the commercial uses fit the concept and existing development on the property, keeping in mind that the future development of the neighboring Town Center will dictated the commercial uses. Kelly felt the concept plan submitted in the pre-application did not fully capture the complete development he was envisioning.

Iacoangeli's review of the Criteria for Qualification determined that the project, as presented in the pre-application did not qualify for a PD. The plan presented by Kelly at the meeting moved more towards the goals and objectives of a PD. It was recommended that instead of starting with an engineer, to begin by working with a landscape architect or land planner to develop an overall master plan for the PD, engineering to follow at a later date. Iacoangeli wanted to see a plan that more fully captured the development potential of the site.

Wentzloff asked about the current zoning. Winter stated that it is Corridor Commercial in the front, Mixed Housing Neighborhood in the rear. These zoning districts do qualify for a PD. Timmins asked if Mixed Housing Neighborhood allows the cabin development by right, Winter noted that it does not, but would be allowed through a PD. Kelly stated that he wants paved drives, not gravel, and to establish a more upscale facility, as opposed to a rustic up-north cabin feel.

Wentzloff asked staff what is needed by the Commission to move forward. Iacoangeli suggested Kelly come back with refined plan complete with phasing that shows the integration of uses. Wentzloff asked about phasing, and sequencing. Iacoangeli informed the PC that they have the right to establish conditions that facilitate proportionality, ensuring components of different uses get implemented. Steve Feringa gave an example that the storm water system may need to be completed in its entirety before Phase I can start.

Kelly will revise the plan to create a holistic conceptual plan and come back to the PC.

2. *Planning Commission Bylaws Review – Wentzloff*

Discussion on holding special meetings and posting notices for them. Questions on the defined order of business. The bylaws do not state that they have to follow the prescribed order. No changes to be made at this time.

J. OLD BUSINESS:

1. *Medical Marihuana Legislative Changes*

The previous model of primary caregiver/qualified patient(s) is still in effect. Each of the new five uses require a license: grower, processor, provisioning center, secure transporter, and safety compliance facility. Township may decide if any or all of the new facilities are to be allowed in the jurisdiction, and how many of each. If provisioning centers are to be allowed, may want to get rid of our currently adopted dispensary model. This change may affect the way any existing dispensaries, under the current model, operates if licensed provisioning centers are allowed. They wouldn't be considered a grandfathered use. May want to speak with existing dispensary to determine their future plans.

The new law becomes effective December 20, 2016 and the state will start accepting applications December 16, 2017. The state still needs to develop the guidelines and rules, along with the tracking database, before applications can be processed. One of the goals of the legislative change is to clarify how these facilities are to operate and aid law enforcement.

The first step is to determine which of the five facilities are to be allowed. It's two-part: planning commission to determine the zoning, and township board to determine the licensing. Counsel suggested it may be worth getting an idea from the township board which direction they're willing to head before investing resources on writing zoning and licensing ordinances. Wentzloff asked if it is worth waiting for the state's license procedure to be completed before we move too far forward. Counsel clarified that local licensing regulations can add on to the state's mandates, but couldn't conflict with requirements from the law. Some communities are moving quickly on implementing local ordinances to take advantage of the potential revenue from the excise tax and licensing fees. Wentzloff supports not rushing into these changes and sending the topic to the township board to feel out their level of support. Iacoangeli emphasized that the law has made medical marihuana a regulated commodity. Balentine had questions clarifying the role of each new facility. The facilities were explained and examples were provided.

Motion by White to send medical marihuana legislative change the township board to see if they what uses they would allow. Support by Timmins. Motion passes unanimously.

K. PUBLIC COMMENT & OTHER PC BUSINESS

1. Zoning Administrator Report – Shawn Winter

Seven land use permits issued, including the one for the Gokey apartments just today. Two sign permits were issued. Attended the Walkability Workshop hosted by the MSU extension. Good information, but nothing too groundbreaking that hasn't been discussed at the PC level before.

2. Planning Consultant Report – John Iacoangeli

Zoning Committee met last week, working on a new framework. Progress is continuing to move forward. The committee is thinning out unnecessary sections and trimming down other sections.

3. Township Board Report – Doug White

Darryl Nelson was elected as the new Trustee.

4. Parks & Trails Committee Report – Marcie Timmins

Phase I at Bayside Park is complete, Blue Star Memorial sign has been installed at Bayside, Saylor Park Boat Launch is done except for the parking signs.

5. Planning Commission Report – Karly Wentzloff

Attending the housing summit hosted by Networks Northwest. Accessory Dwelling Units (ADU's) and short term rentals were discussed at length. Problems abound everywhere, but no one has a solid solution at this point.

6. Public Comment – opened at 8:22. No comment. Closed at 8:22.

ADJOURN:

Glen Lile, Supervisor
Susanne M. Courtade, Clerk
Tracey Bartlett, Treasurer



Matt Courtade, Trustee
Craig R. Goodrich, Trustee
Bryan Marrow, Trustee
Beth Friend, Trustee

**EAST BAY CHARTER TOWNSHIP
LEGAL NOTICE
Master Plan Amendment #1-16
Public Hearing**

Notice is hereby given that the East Bay Charter Township Planning Commission will be holding a public hearing at its regular meeting on Tuesday, December 6, 2016 at 6:30 p.m., in the East Bay Township Hall, South Meeting Room at 1965 N. Three Mile Road, Traverse City, Michigan, phone (231) 947-8647, for the purpose of considering an amendment to the East Bay Charter Township Master Plan:

Specifically, the Planning Commission will be considering a change to the Future Land Use Map on an approximate 28 acre parcel (parcel #28-03-230-005-00) commonly known as 200 E. Hammond Road, from its current designation of **Industrial** to **Residential-Medium to High Density (5-8 Dwelling Units per Acre)**. The subject site is located at the southeast corner of Hammond & Townline Roads in Section 30 of the Township.

Information regarding the amendment may be examined at the Office of Planning & Zoning, East Bay Charter Township Hall, 1965 N. Three Mile Road, Traverse City, Michigan 49696, during regular business hours of 7:00 a.m. and 5:30 p.m., Monday through Thursday. Comments may be made in writing addressed to Rick Brown, AICP, CBSP, East Bay Charter Township, 1965 N. Three Mile Road, Traverse City, Michigan 49696; via e-mail at rbrown@eastbaytwp.org; or they may be made in person at the hearing.

If you are planning to attend this hearing and are handicapped requiring any special assistance, please notify the Township Clerk by calling at (231) 947-8647 as soon as possible.

Robert Tubbs, Chairman
East Bay Charter Township
Planning Commission

Rick Brown, AICP, CBSP
Office of Planning and Zoning
(231) 947-8681



MEMORANDUM

Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

To: Acme Township Planning Commission
From: Shawn Winter, Zoning Administrator
CC: Jeff Jocks, Counsel; John Iacoangeli, Planning Consultant
Date: December 7, 2016
Re: Medical Marihuana Legislative Changes

The Township Board had the opportunity to review and discuss the legislative changes related to medical marihuana at their December 6, 2016 meeting. Specifically, they looked at the five new medical marihuana facilities: grower, processor, provisioning center, safety compliance and secure transporter. Counsel was in attendance to answer questions the Board brought up through the discussion.

Although the Planning Commission requested direction from the Board on what changes may be appropriate for the Township, none was provided at this meeting. The Board recognized that there still is a lot of information needed in order to make such a decision. A study session was proposed to take a deeper look at each of the five facilities, as well as our existing ordinances. The Board asked if the Planning Commission had any initial leanings towards adopting the new facilities, and gave me the impression they would welcome any input you wish to provide. They did note that we currently allow cultivation operations, akin to the new grower facility, and dispensaries, similar to provisioning centers in our B-4 District to date, and that perhaps those uses should be sustained by removing the existing ordinance language and replacing it with language that reflects the changes made to the laws at the state level.

I will keep the Planning Commission up to date on the Board's actions and will be happy to share any correspondence from this body that you feel is beneficial in their decision making.



Planning and Zoning

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PLANNING COMMISSION

2017 Regular Meeting Schedule

The Planning Commission meets the second Monday of each month at 7:00 pm.

Acme Township Hall
6042 Acme Rd
Williamsburg, MI 49690

Meeting Dates
January 9
February 13
March 13
April 10
May 8
June 12
July 10
August 14
September 11
October 9
November 13
December 11

If you are planning to attend and require any special assistance, please notify Cathy Dye, Township Clerk, within 24 hours of the meeting at (231) 938-1350 or cdye@acmetownship.org

For planning and zoning questions please contact Shawn Winter, Planning and Zoning Administrator, at (231) 938-1350 or swinter@acmetownship.org