

BOARDMAN TOWNSHIP PLANNING COMMISSION
January 25, 2023, 7:00 p.m.
Boardman Township Hall
Minutes

1. Meeting start at 7:06 p.m.
 - Pledge of Allegiance
 - Roll Call
 - Present
 1. Cameron Penny, *Secretary(current)*
 2. Deb Witek
 3. Toni Bohnett
 4. Mary Erickson, Zoning Administrator
 5. Paul Erickson, Supervisor
 6. Mack Erickson, *Vice Chairperson(current)*
 7. Bryan Byrne
 - No public attendance

2. Approval of Minutes (Special Meeting on 11/12/23 + Regular Meeting Minutes 10.26.23)
Motion by Deb Witek, Second by Mack Erickson to approve the submitted minutes for the Special Meeting on 11/12/23 + Regular Meeting Minutes 10.26.23. Unanimously Approved.

3. Township Supervisor: Paul Erickson, Report
Shared Township Board suggestion to move to meeting every other month. This has been posted at the Township Hall already as well.
Motion by Mack Erickson, Second by Deb Witek to set the Board Meeting schedule for 2024 to be the 4th Thursday of every other month as recommended by the Township Board, with one change for November. The 2024 Meetings are to be held on 1/25, 3/28, 5/23, 7/25, 9/26, and 11/21. Unanimously Approved.

4. Zoning Administrator: Mary Erickson, Report
 - Presented in written format
 - Ensure that the Zoning Admin receives any complaints in writing to submit them to law enforcement. After several conversations, it's been confirmed that there cannot be any legal action if there is evidence or a paper trail of a complaint being submitted and a warning being issued.

5. Public Comment:
 - Review MI Law on grandfathered junk yard fencing. Before issuing a letter of warning or advisement, it should be confirmed that the entire perimeter of the portion of the property being used as a junkyard should be fenced for safety.

6. New Business:

- Planning Commission Position Assignments
 - Discussion around current positions leading to the following motion
 - **Motion by Mack Erickson, Second by Toni Bohnett to appoint the following:**
 1. **Mack Erickson, Chairperson**
 2. **Deb Witek, Vice Chairperson**
 3. **Cameron Penny, Secretary**
 - **All persons nominated accepted the nominations, and no further nominations were made. This slate of candidates was unanimously approved.**
- Ordinance revisions from Boardman Township Board
 - Ordinances will be fully in effect and official on February 10th.
 - Updated revisions sent to Web Admin for posting.
 - Add effective date to official publication and provide updated copies to members of the Zoning Board, members of the Township Board, a hard copy at the Township Offices, a hard copy to the Kalkaska County Codes Office, a hard copy to the Kalkaska County Library.

7. Old Business:

- a. Follow-up on approved Commercial Zoning Applications
 - Dawn Kuhns
 1. Motion to approve submitted a revision to the site plan contingent upon updated site map with setback distances meeting the zoning requirements.
 - **Motion by Cameron Penny, Second by Bryan Byrne, to revise the language of Boardman Township Zoning ARTICLE EIGHT – COMMERCIAL DISTRICTS (C), Section 8.04 (D) HEIGHT, AREA, AND YARD RESTRICTIONS as shown below:**
 1. **Current approved language of Section 8.04 (D) HEIGHT, AREA, AND YARD RESTRICTIONS:**
 - a. **Where the rear lot in a Commercial Zone abuts upon a lot in a Residential, Resort-Residential, or Agricultural-Residential Zone, there shall be a rear yard setback of not less than thirty-five (35) feet, including a ten (10) foot greenbelt or privacy fence. The greenbelt or privacy fence shall be of sufficient height to shield commercial operations and the storage of items on the commercial property from the view of the Residential, Resort-Residential, or Agricultural-Residential property. The greenbelt shall consist of natural materials such as trees, shrubs, rocks, bushes, grass, or berms.**

2. Revised language of Section 8.04 (D) HEIGHT, AREA, AND YARD RESTRICTIONS:

- a. Where the **property line of** a Commercial Zone abuts upon a lot in a Residential, Resort-Residential, or Agricultural-Residential Zone, there shall be a rear yard setback of not less than thirty-five (35) feet, including a ten (10) foot greenbelt or privacy fence. The greenbelt or privacy fence shall be of sufficient height to shield commercial operations and the storage of items on the commercial property from the view of the Residential, Resort-Residential, or Agricultural-Residential property. The greenbelt shall consist of natural materials such as trees, shrubs, rocks, bushes, grass, or berms.

3. Discussion around the improved clarity and removed confusion of which lot line is the “rear line”. **Unanimously Approved**

- b. Board Action on Ordinance Changes
- None needed
- c. 5 Year Plan (Master Plan)
- Updated version to be reviewed by the Board in Feb, and voted on in March.
8. Public Comment:
- None
9. Adjournment: **Unanimously Approved at 7:55p**
- The next Meeting is March 28, 2024

The remaining 2024 Meeting Schedule is as follows:

Thursday, March 28, 2024, at 7 pm
Thursday, May 23, 2024, at 7 pm
Thursday, July 25, 2024, at 7 pm
Thursday, September 26, 2024, at 7 pm
Thursday, November 21, 2024, at 7 pm
Thursday, January 23, 2025, at 7 pm