

**Minutes from the
Almira Township Planning Commission Meeting**

February 7, 2023

6:00 p.m.

Call to Order: Chairperson Ratajczak called the meeting to order at 6:06 p.m. at the Almira Townhall in the Village of Lake Ann.

Members Present: Ryan Ratajczak, Lori Florip, Kurt Swartz, Bill Ballard, Duane Newman. Edwards was excused, Martin was absent.

Additions/Deletions to Agenda: None

Approval of Agenda: *Motion by* Ballard, supported by Newman, to approve the agenda as presented. All ayes, Edwards, excused, Martin absent, motion passed.

Approval of Minutes: *Motion by* Swartz, supported by Ballard, to approve the meeting minutes of January 3, 2023, as presented. All ayes, Edwards, excused, Martin absent, motion passed.

Brief Public Comment: None

Zoning Administrator: Z/A Williams submitted written report for January 2023.

Township Board Representative: Township Board member Florip reported that the Board has been working on the 2023/2024 Fiscal year budget and that the proposed budget will be presented for the 30-day review process.

Zoning Board of Appeals Representative: No report.

Intergovernmental Representative: No report.

Conflict(s) of Interest: None

Guests: Mark Roper, Sarah Ross, Mark Gabrick, Joan Sturmer, Danny Mosholder, Nick Grzesik

Old Business:

- A. Master Plan Review – Township Board Approval Update:** Township Supervisor Roper updated the Commissioners on the Township Board's status of the Master Plan.
- B. Section 4.23 Private Roads – Application Review – Paradise Ridge Road**

Chairperson Ratajczak asked Sarah Ross, from Practical Engineers, to discuss her review of the private road plans that she submitted, which was in the Planning Commissioners packet. Township Supervisor Mark Roper was at the meeting and had nothing more to add at this time. Nick Grzesik asked questions about the road, the road name, and road maintenance agreement. Danny Mosholder talked about the benefits of an underground water tank with well for fire protection. Mark Gabrick, applicant for private road, answered questions. Planning Commissioners then discussed the grade of road gravel, road sign, stop sign height, road maintenance agreement, underground water tank with well for fire protection, and width of road. *Motion by* Swartz, supported by Florip, to move forward on the approval of the private road application with two

conditions; 1. that the road gravel could remain grade 22A instead of 23A, and 2. that the road name confusion be cleared up, is the private road name to be Paradise Ridge "Road" or Paradise Ridge "Trail". All ayes, Edwards, excused, Martin absent, motion passed.

New Business:

- A. Short Term Rental Application- 5936 Lake Ann Road:** Application was reviewed and discussed. Zoning Ordinance, Section 7.05.B was reviewed with discussion. *Motion by Ratajczak*, supported by Swartz, to approve the Short Term Rental Application for 5936 Lake Ann Road, with a one (1) year probation period, with a note of concern regarding the condition of the residence. All ayes, Edwards, excused, Martin absent, motion passed.

Extended Public Comment: Mark Roper stated that short term rental applications are increasing so the Planning Commissioners might want to review the current zoning regulations regarding these. Mark also stated that the Planning Commissioners should review the second dwelling on one parcel in the zoning ordinance as to how it would/should be regulated. Joan Sturmer stated her opinion on the rights of home owners and could/would the infrastructure support two homes on one parcel.

Commissioner Comments: Newman had questions on short term rentals, that there needs to be a system in place to review when probation period ends, if short term rental is still being used, how are renewals being handled. Where is a list of the "grandfathered in" short term rentals and how does that system work?

Chair Comments: None

Adjourn: Chairperson Ratajczak adjourned the meeting at 8:08 p.m.

Mary Dort, Recording Secretary