

**Minutes from the
Almira Township Planning Commission Meeting
June 01, 2021
6:00 p.m.**

Call to Order: Chairperson Ratajczak called the meeting to order at 6:10 p.m. at Almira Township Hall in the Village.

Members Present were: Bill Ballard, Vince Edwards, Don Ellis, Duane Newman, Ryan Ratajczak, Lori Florip

Members Absent were: NA

Additions/Deletions to Agenda: Introduction of two prospective P/C members to fill two vacancies. Don Ellis announced his resignation to the Almira Township Planning Commission.

Approval of Agenda: Motion by Edwards, supported by Ellis, to approve the agenda as amended. All ayes, motion passed.

Approval of Minutes: Motion by Edwards, supported by Ballard, to approve the minutes of May 4, 2021. All ayes, motion passed.

Brief Public Comment: Chairman Ratajczak introduced the two prospective P/C members to the board. Jason Young and his family have lived in the Township for multiple years and is a Patent Attorney. Melisa Martin is a township resident who has been involved with the Township Recreation Committee in the past and has also volunteered at the Lake Ann Library. The Planning Commissioners each introduced themselves and described their history and reasons for being involved with the Planning Commission.

Zoning Administrator: Z/ A Williams presented his monthly report. Newman asked about the monthly permit activity of which Williams will provide a summary at the July meeting.

Township Board Representative: Twp Board Member Florip reported: Title work continues for the Mistwood Villa Condo property. The township has a job posting for a part time Maintenance opening. 137 people participated in the Township Clean Up Day.

Zoning Board of Appeals Representative: NA

Intergovernmental Representative: Village Council Member Edwards reported that two roads have been paved in the Village; North Reynolds and First Street. It was noted that speeds have gone up since the improvements to the roads. Trash bins have been placed in Burnett Park and will remain until October. Porta Johns have also been placed in Burnett Park, and will be serviced monthly.

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Conflict(s) of Interest: NA.

Guests: Melisa Martin, Jason Young

Old Business:

A. Proposed Zoning Amendment #19-02 - commercial use review:

- a. Waiting to address this amendment due to the nature of hosting a public hearing currently.

B. Proposed Zoning Amendment #20-01 – rental cabins

- a. This amendment has been tabled until further notice.

C. Zoning Map Review:

- a. Equalization is working on some overlay maps. More info to follow.

D. Master Plan Review:

- a. Edwards reported the Networks Northwest proposal has been reviewed by the Township Board, and they will vote on the acceptance of the proposal at their June meeting. The Township Board will also vote on the approval of the survey to be sent with the summer tax bill.

- E. Short Term Rentals:** Z/A Williams presented his findings regarding STRs from adjacent townships. Of interest was the Long Lake Township ordinance and documentation they provide to those who are applying for a STR. A brief discussion followed. The Township Treasurer has recommended a change to our fee schedule for STRs. Ballard and Newman have completed looking through 6 years of P/C minutes. Edwards will finish the unindexed minutes review. Chairman Ratajczak reported that once the information is gathered into a retrievable form, the regulatory issue needs to be reviewed from a management standpoint.

New Business:

- A. None

Extended Public Comment: None

Commissioner Comments: Ballard reported he had had a brief conversation with new Fire Chief. Ballard complimented him on his review of P/C developments, particularly the issuance of Land Use Permits, as accidents and fires are more likely during the construction phases. They

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discussed their previous experiences on this issue. A few concerns discussed were; Water points and traffic patterns, getting Fire trucks in and out safely, among others.

Chair Comments: Chairman Ratajczak thanked Don Ellis for his years of service on the Planning Commission.

Adjourn: 7:51 p.m.

William Ballard
Recording Secretary

DRAFT