

Milton Township
Planning Commission
Unapproved Meeting Minutes
October 3, 2023

Members present: Chairman Hefferan, Renis, Peters, Standerfer, Warner, Ford, and Merillat.
Members absent: None

Also present: Kopriva, Applicants Mike Neuman and Chantal Lefebvre and four audience members.

Hefferan called the meeting to order at 7:00 pm.

Public Comment:

Mike Neuman asked for transparency in the escrow payment process. The first escrow was \$1,000 in January. This wrapped up in July. We have inquired about this and would like to know when it will be paid back. It is our understanding there were no expenses. We paid another escrow for the one that is being heard tonight, I am hoping there can be sensitivity for the time frame for those dollars being held up.

Approval of Agenda:

Motion by Renis to approve the agenda. Seconded by Ford. **Motion carried.**

Approval of Minutes dated September 6, 2023:

Motion by Ford to approve the September 6, 2023 as presented. Seconded by Renis. **Motion carried.**

Correspondence:

None.

Old Business:

None.

New Business:

Public Hearing SUP 2023-01 Waterfire Guest Quarters:

Hefferan discussed the procedure. No members declared a conflict of interest. This was advertised on September 14, 2023 and September 21, 2023 in the Elk Rapids News. 300 ft notices were sent out.

Lefebvre said part of the requirements is to not have a kitchen. We did have a stove in the existing unit but it has been removed. We are complying with the ordinance.

Kopriva provided the staff report in the packet. We have added in guest quarters in the tasting room language in the ordinance previously. They have applied under that section. Those are the requirements you see. The additional thing is to have a public hearing and then there are standards that should be handled separately.

Any questions from the public:
None.

Questions from the planning commission:
None.

Written Correspondence:
None.

Public Comment:

Jeff and Mary Husbany of East Elk Lake Drive and owners of a parcel east of Waterfire said they support the idea of guest quarters at the winery.

Public Hearing Closed and began deliberations:

Merillat said two floor plans were provided. Which is the correct one? Kopriva explained which one was correct. It is the bathroom with the shower. Renis asked if this was in addition to the tasting room? The rooms are actually existing. Renis asked if this been checked for code. It is a commercial business, so we are operating under commercial code as a residence. There are two egresses. Hefferan asked Kopriva regarding the items in her report listed as “Not Provided.” Have they been waived? Yes. Everything is existing on the site already.

Kopriva discussed 16.02. Does anyone feel this is not satisfied in the master plan?

Review of Special Land Use Standards:

- A. The proposed use shall be consistent with the adopted Township Master plan: Yes.
- B. The proposed use shall be designed, constructed operated and maintained to be consistent with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed. Yes.
- C. The proposed use shall not be hazardous or disturbing to existing or future uses in the same general vicinity and in the community as a whole: Yes.
- D. The proposed use shall be served adequately by essential public facilities and services such as highways, streets, police and fire protection, sewage facilities and schools or persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for such services: Yes.
- E. The proposed use shall not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community: Yes.
- F. The proposed use shall not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excessive production of traffic noise vibration smoke fumes glare or odors? Yes.
- G. The proposed use shall ensure that the environment shall be preserved in its natural state, insofar as practicable by minimizing tree and soil removal and by topographic modifications that result in maximum harmony with adjacent areas: Yes.
- H. The proposed use shall meet the intent and purpose of the Zoning Ordinance; be related to the standards established in the Ordinance for the land use or activity under considerations; and will be in compliance with these standards: Yes.

No comments from the commission or conditions relating to them. Kopriva discussed additional conditions she requested. She would like a sign off from the health department and fire department, and continued compliance with the section relating to the guest quarters. Hefferan asked Kopriva about B7 and B8 in section 16.21 regarding compliance.

Motion by Hefferan to approve with conditions SUP 2023-01 for quest quarters at Water Fire Vineyards at 12180 Sutter Rd., parcel number 05-12-524-002-00 subject to the following two conditions; 1) Health Department and Fire Department approval for guest quarter required prior to land use permit. 2) Applicant shall maintain compliance with all requirements of section 117.1621. Seconded by Renis.

Roll Call:

Warner: Yes | Ford: Yes | Merillat: Yes | Standerfer: Yes | Renis: Yes | Peters: Yes | Hefferan: Yes.

Motion carried 7-0.

Master Plan Review:

Kopriva said this is the whole draft put together. We talked about doing some community engagement. It may be worth doing that after we get through a draft. Renis said last time we wanted to see the future land use map. This is pretty general but a good revision. Kopriva said we increased the village area in Kewadin but the rest of the districts were the same from the last future land use map. Renis asked about the zoning changes needed. Kopriva said she needs to work on this to get them to align.

Hefferan said he is feeling a bit overwhelmed by this process. He is struggling with all the information. Hefferan asked how communities our size do this? Kopriva said the important parts are the future land use chapter and the action items. The rest is background. That may help to focus your review. Kopriva said we pulled the action items from your current master plan and the future land use as a starting point. Things have changed and evolved, but it is not 80 pages of change. Warner said regarding the future land use map, we determined where we are allowing and not allowing solar farms. All other determinations of what we want for future housing and what we want to preserve are from the survey. This is what we are attempting to put down for the next 10 years? Yes. Kopriva said there is a portion in economic development for preserving farmlands. You could put it in Agriculture. Where it is now, it allows flexibility. Ford asked how much the survey was used? It is not listed as a source. Kopriva said some information was used to check against the census to see if we got an accurate representation. Ford asked about seasonal homes.

Merillat said the headings on the tables are not always clear, for example the net population for Milton Township. The title of the table should also say if it is an estimate. Every time it has Milton in the color coding, it is fine, but it is unclear on the table who it is and if it is an estimate. Kopriva said she can add more detail to that.

Merillat said under Natural Features, some of the maps should be full sized at the end of the document or full sized in place as the detail is too small to see. Merillat said on page 66 it says adopt a 50 foot setback around wetlands. I think we should say explore rather than adopt. Ford

asked about the numbers in housing units. This is a representation of it.

Kopriva said after the planning commission is satisfied it will be sent out for review and comment. Then it comes back to the planning commission for consideration. You will have a public hearing and then the formal adoption process. Warner said he would like time to review this. Hefferan said right now we do not have anything on our plate at the moment. For our November and December agenda, I would recommend focusing on the Master Plan. Does that make sense? Renis asked if it takes that long? Renis said either we match this to the old master plan or are we looking at this as a single document and make sure it states what we think it represents Milton for the years to come. Renis said he looked at it based on the survey and what we think the way Milton will be for years to come. Warner said he agrees with that. We will continue to work on this in November and if we need December, we will use that too. Warner asked about sewer. Renis gave an update.

Reports:

ZA Report:

Kopriva provided a report for members to review.

Township Board Report:

Renis discussed Hoak and Lassiter, the new sheriff and undersheriff. Sandy Ball is resigning.

ZBA Report:

Hefferan said they have not met.

Planning Commission Updates:

Hefferan asked Kopriva to look at the township board meeting minutes from August 14 in regards to the vacation rental ordinance and the directive to the planning commission.

Regarding the fence discussed last month, this does not relate to the shoreline protection ordinance, according to Kopriva.

Kopriva said S. Ball manages the escrow payments and she is reconciling the accounts and questions should be directed to her.

Future Meeting Considerations:

November 1, 2023 - Master Plan.

Meeting adjourned by order of the chair at 8:00pm.

Respectfully submitted,

Joseph Merillat