

Bingham Township Planning Commission  
Meeting Minutes  
November 6, 2003  
Bingham Schoolhouse, 7171 S. Center Hwy, Traverse City

**Call to Order:** 7:00 p.m.

**Roll Call:** Chairman Robert Gregory, Vice Chairman, Ron Collins, Cathy Jasinski, ~~Don Kiessel~~, Mike Park, Marsha Walton and Will Bunek. Absent : Don Kiessel

**Staff Present:** Dan Carlson and Dorothy Petroskey

**Guests Present:** Wayne Kiley, Nancy Kiley, Steve Patmore, Brad Kaye, Kaye VanSteenis, Duane Bingel, Hugh Farber, and Ralph Yates.

**Agenda Approval:** Jasinski asked if Discussion regarding a Planner to be added to New Business as C.

**Move by Park support by Bunek to approve the agenda as amended.**

**Ayes: All                      Motion Carried**

**Approval of the Minutes:** Jasinski asked that on page 3, #6 the word wide be added to the end of the sentence.

**Move by Bunek support by Park to approve the minutes as corrected.**

**Ayes: All                      Motion Carried.**

**Public Comment: None**

### **BAY VIEW PINES FINAL SITE PLAN REVIEW**

The applicant thanked the commission and zoning administrator for all their work. Kiley stated he was somewhat put out that he had submitted all documentation on the 12 of the month and the attorney did not get back with his concerns until the 31<sup>st</sup>. He does not agree with the attorney's letter regarding ownership of the property. He feels if he can demonstrate that he has title than the commission should not be concerned. Kiley asked the commission to grant approval subject to the attorneys working out the legalities.

Dan Carlson stated he had ~~went~~ gone through last months minutes and feels that the applicant has addressed the commissions concerns other then the waterfront issue.

The commission reviewed the elements and concurred. Jasinski stated that she was concerned

with the other owner=s rights. Kiley reiterated that the motion could preclude him from conveying any title subject to attorney Ford=s approval. He stated he would give written assurance that there are eight hoists and this is exclusive.

Gregory stated historically the commission has approved projects subject to review by the township attorney and approval from the township board. Jasinski added that if the Township does not approve the applicant might have to resubmit plans and come back through this process.

**Move by Park support by Bunek to grant final site plan approval to Bay View Pines subject to review of Master Deed and Bylaws by the Township Attorney as well as resolution of the waterfront easement issues to the satisfaction of the Township Attorney. Further, subject to all conditions having been met that were presented at previous planning commission meetings and all applicable permits in hand.**

**Ayes: 6 5      Nays: 1 (Jasinski)      Motion Carried**

### **West Bay Shore Village Final Site Review**

Brad Kaye from Gourdie Fraser presented the project on behalf of the applicant Kaye VanSteenis. He stated that the only entity that he has not heard back from is the Fire Department.

Carlson stated he had reviewed the final site plan and the commission=s conditions presented at last month=s meeting. He felt that the applicant had met all requirements, other then the Fire Department approval.

**Move by Bunek support by Park to approve the application contingent upon receipt of approval from the fire department and having all applicable permits in hand. Further, that the applicant complies with all sections of the zoning ordinance, specifically the sign ordinance. The commission, due to the winter weather approaching grants an additional 6 months to the 1-year requirements of Article 15.5.3.**

**Ayes: All                      Motion Carried**

New Business:

A. Review of Section 11.7. Collins stated that while reviewing the fee ordinance it was felt that in order to avoid having to do notices on a pre-application conference lines 2 and 3 of this section should be omitted.

The new paragraph should read:

11.7 Preliminary Conference : An Applicant may request an informal conference to discuss a proposed preliminary site plan, or to assess the feasibility of a project. The Chairman of the Commission shall appoint the committee, which shall not include a quorum of the Commission and which may include Board members, a member of the Zoning Board of Appeals, or whomever he/she finds qualified and appropriate.

**Move by Collins support by Walton to take the Section 11.7 with the amendments made this evening to Public Hearing at a date and time to be scheduled in the near future.**

**Ayes: All                      Motion Carried**

## 2. Zoning Ordinance

Brief discussion regarding committees to look at Master Plan and Ordinance changes.

## 3. Hiring of a Planner

Jasinski asked the Commission to consider formally asking the board to hire a planner. With the new fee ordinance on the horizon, perhaps a planner could be factored in. Park feels this would help with consistency and organization from the commission. Carlson agrees.

Move by Jasinski support by Park to request the Township Board to consider hiring a planner to work with the zoning administrator and planning commission in reviewing special land use permits as well as attend the planning commission meetings prior to adopting the fee schedule so those expenses will be factored in.

Ayes: 6 5      Nays: 1 Bunek      Motion Carried

Audience member Duane Bingel suggested that the commission come up with a job description and cost structure.

**Chairman Report:** Gregory stated he had a conversation with Midge and Dan and need to find someone to act as zoning administrator this winter when a project comes before the township that Steve Patmore is the engineer on. Jasinski stated that perhaps the planner could act in this capacity.

**Township Board Report:** Collins will talk to the Board about a planner and job description.

**Zoning Administrator Report:** Dan presented his written report and stated that Bahle Club has consented to assuming the cost for the chemical testing.

**Next Month=s Agenda:**

**New Business:**

**Committee Formations  
Master Plan  
Zoning Ordinance**

**Public Comment:** Duane Bingel stressed the need for the commission to not accept plans that were deficient.

**Meeting adjourned 8:50 p.m.. Move by Park support by Bunek. All Ayes Motion Carried  
Respectfully Submitted  
Dorothy Petroskey**