

<p style="text-align: center;"> <b>YANKEE SPRINGS TOWNSHIP</b>  <b>BOARD OF TRUSTEES</b>  <u>Joint Meeting Of</u>  <u>Board of Trustees, Planning Commission and</u>  <u>Zoning Board of Appeals</u> </p> <p style="text-align: center;">       Thursday, February 26, 2015        Yankee Springs Township Hall        284 North Briggs Road, Middleville, Michigan 49333     </p> <p style="text-align: center;"><b>MINUTES</b></p>	<p>       Circulated March 3, 2015  <b>FINAL MINUTES</b>        Approved March 18, 2015        As presented        ZBA approval 4-14-15 see        page 5     </p>																					
<p>Meeting called to order at 7:00 PM by Supervisor Mark Englerth.</p> <p><b>Roll Call:</b></p> <p><b>Board of Trustees:</b> All Present: Jerkatis, J. Lippert, M. Englerth, R. Rottschafer, Campbell.</p> <p><b>Planning Commission:</b> Strickland, Fiala, Cunningham, Beukema (ZBA Rep), Campbell (Board Rep). Absent: Purcell and Heystek.</p> <p><b>Zoning Board of Appeals:</b> Schwennesen, Welch, Mary Cook, Rottschafer (Board Rep.), Beukema (PC Rep). Biggs</p> <p><b>Zoning Administrator:</b> Larry Knowles, ZA</p> <p><b>Professional Planner:</b> Rebecca Harvey (joined the meeting at 7:41 p.m.)</p> <p><b>PLEDGE OF ALLEGIANCE</b></p> <p><b>Staff Present:</b> A. Jansma, S. Marcukaitis, Jim Orr, Constable</p> <p>Visitors: (1)</p> <p><b>***P. Heystek and G. Purcell of the Planning Commission joined the meeting via phone at 7:11 p.m.***</b></p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p> <p><b>PLEDGE</b></p>																					
<p><b>ADMINISTER OATH of OFFICE:</b> by Jan Lippert, Clerk</p> <p><b>Planning Commission Members:</b></p> <table border="0"> <tr> <td>Frank Fiala, Chair</td> <td>(2 yr. term)</td> <td></td> </tr> <tr> <td>Cathy Strickland</td> <td>(3 yr. term)</td> <td></td> </tr> <tr> <td>Bruce Campbell</td> <td>(1 yr. term)</td> <td>(Trustee Representative)</td> </tr> <tr> <td>Richard Beukema</td> <td>(3 yr. term)</td> <td></td> </tr> <tr> <td>Mike Cunningham</td> <td>(3 yr. term)</td> <td></td> </tr> </table> <p><b>Zoning Board of Appeals:</b></p> <table border="0"> <tr> <td>Chuck Biggs, Alternate</td> <td>(1 yr. term)</td> </tr> <tr> <td>Richard Beukema (P.C.)</td> <td>(2 yr. term)</td> </tr> <tr> <td>Roger Rottschafer (Trustee)</td> <td>(1 yr. term)</td> </tr> </table>	Frank Fiala, Chair	(2 yr. term)		Cathy Strickland	(3 yr. term)		Bruce Campbell	(1 yr. term)	(Trustee Representative)	Richard Beukema	(3 yr. term)		Mike Cunningham	(3 yr. term)		Chuck Biggs, Alternate	(1 yr. term)	Richard Beukema (P.C.)	(2 yr. term)	Roger Rottschafer (Trustee)	(1 yr. term)	<p><b>OATH OF OFFICE-</b>  <b>Administered by Clerk</b>  <b>Lippert</b></p> <p>Page 1 of 5        YST Joint Meeting        2-26-15</p>
Frank Fiala, Chair	(2 yr. term)																					
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**DISCUSSION OF ANNUAL REPORTS:**

**2014 YANKEE SPRINGS \* ZBA REPORT \* SUMMARY: Read by Mary Cook, Chair**

**Please note:** At the recommendation of the Township Attorney and the YST Board the following report on Zoning Board of Appeals activities for the 2014 calendar year has been prepared for the Township Supervisor and Board members.

There were six meetings and one Joint Meeting with the Planning Commission and Board in attendance. Also in this report, the meeting attendance of ZBA members was documented.

**ACCOMPLISHMENTS:**

- Joint meeting with the Various Boards
- Completed ZBA duties with minimal expense to township
- No court actions/contestations regarding ZBA decisions

The report also included a synopsis of eight (6) variance requests: Approvals (4), denials (1), and Middleton Enterprises (One request withdrawn- 3 made) and educational class participation.

**ZBA MAJOR 2015 OBJECTIVES:**

1. Encourage ZBA members to complete MSU Citizen Planner events and attend other pertinent seminars.
2. Find ways to make Zoning Ordinances that generate numerous variance requests more compatible with needs of citizens.

**\*\*The actual 2014 ZBA Report, in its entirety, is attached to the minutes.\*\***

**PLANNING COMMISSION ANNUAL REPORT, 2014:** by Chairman, *Frank Fiala*

In compliance with Michigan Planning legislation the following report on Planning Commission activities for the 2014 calendar year has been prepared for the Township Supervisor and Board members. This is a summary relating to the productive results of 17 regular monthly meetings and one joint meeting with the ZBA and township Board in attendance.

The following is a brief summary of the Planning Commission Report.

**\*\*This report, in its entirety, is attached to the minutes.\*\***

**SYNOPSIS OF ACCOMPLISHMENTS *of the Planning Commission***

- Completed Sign Ordinance Re-write
- Completed Water runoff Ordinance
- Worked with Whispering Pines issues
- Completed 5 year Capital Improvement Plan (CIP)

**ZBA REPORT**

**SUMMARY: Read by Mary Cook, Chair**

**PLANNING COMMISSION ANNUAL REPORT, 2014:** by Chairman, *Frank Fiala*

- Worked with Middleville Tool & Die Major Expansion
- Brought in PCI, County Planner and Gull Lake Planner
- Began work with Article XII and almost at point to take to public hearing.

**Planning Commission  
Annual Report Summary  
(cont'd) by L. Knowles, ZA**

**Planning Commission Annual Report Summary (cont'd) by L. Knowles, ZA:**

**2014:**

**RESIDENTIAL SITE PLAN REVIEWS: 57**

**COMMERCIAL SITE PLAN REVIEWS: 3**

**REZONING REQUESTS: 2**

**SPECIAL EXCEPTION REQUESTS: 3**

**SUBDIVISIONS, LAND DEVELOPMENT, SPLITS: 1**

**TEMPORARY CHARITABLE PERMITS: 1**

**SIGN PERMITS: 1**

**Also detailed in the PC Annual Report were:** Population changes, McKenna & Associates billing for services & Rebecca Harvey, AICP (2014), Bauckham, Sparks, Lohrstorfer, Thall & Seeber, P.C. billing for services, and educational class participation of the PC members.

**PLANNING COMMISSION MAJOR 2015 OBJECTIVES:**

- *Update Article XII of the Zoning Ordinance*
- *Update Anti-Funneling Ordinance*
- *Propose Accessory Dwellings Ordinance Language*
- *Create Capital Improvement Plan*
- *Strongly encourage all PC member to successfully complete at least one MSU-Extension Citizen Planning event every year and to participate in other Planning and Land Use seminars*
- *Support the Cuddy Drain process & Payne Creek obstruction*
- *Review and Update Land Use Plan*
- *Consider Bicycle Trail along M-179 corridor*
- *Review Vanderslik Condo Association completion of project*
- *Gun Lake Access Management/Impact Study*
- *M-37 Joint Zoning Alliance*

F. Fiala also added that M. Cunningham has prepared the draft revisions of Article XII and this revision packet (27 pages) will be distributed at the end of the meeting. Fiala would like to have an additional Joint meeting to cover any questions that the Board members might have on the proposed changes.

**BOARD OF TRUSTEES, COMMENTS BY *Mark Englerth***

Englerth reviewed the following 2014 activities:

- **Fire Dept.-** (still in review/discussion). M. Englerth thanked R. Rottschafer for taking an ownership role in this.

**BOARD OF TRUSTEES,  
COMMENTS BY *Mark  
Englerth***

- **Walkable Communities/Trails** – spearheaded by B. Campbell and R. Rottschafer
- **Gun Lake Sewer** – took a lot of Mark’s time this year. All four townships approved a sewer rate. Continuing to work on a good relationship with the GLASWA employees.
- **Cuddy Drain**
- **Emergency preparation** – Ice storm of last year brought this to the township’s attention.
- **Business Plan for next five to ten years**
- **Zoning Administrator’s office** – Englerth noted as having good communication with residents.
- **Tulip Bulbs** – over 1000 tulips added to the park.
- **Crossing at YMCA Camp Manitou-lin**

\*\*\*Rebecca Harvey entered the meeting at 7:41 p.m. due to a previous commitment this evening.

**Public Comment: NONE**

**Round Table:** M. Englerth asked what those in attendance would like to see in the township in **2015**:

- Encouraging more people in township to get involved in township activities -C. Strickland & B. Campbell
- A seven-member board – A. Jansma & M. Cook
- A warning device for emergencies – R. Beukema
- Another ZBA member – M. Cook
- Blight ordinance – aesthetic harmony within township – A. Schwennesen
- Communication of information to residents – J. Welch
- We’re a unique community – We don’t need to spend money to be like other communities- M. Cunningham
- Improvement within the township government (required functions) before moving onto the next new thing – M. Cunningham
- Improvement of election facilities (if affordable to the township)– M. Cunningham
- Ordinances that are readable– M. Cunningham
- Improvement of record keeping/storage/retrieval – M. Cunningham
- Updated/improvement of communication/technology and transparency with the website and use of Powerpoint – M. Cunningham
- Enforcement, possible attachment of ordinance requirements/variances to properties to be enforced in the future- C. Biggs
- Bike Trail and Safety – B. Campbell
- Bike Trail and Fire Analysis/Dept./Fire Station – R. Rottschafer
- Health/Safety/Security of township – J. Jerkatis
- Updated technology – J. Lippert
- Continuation of two functioning precincts- J. Lippert
- Continuation of education (i.e. - MTA) – J. Lippert
- Technology (updated) with the phone system in township office – J. Lippert
- For the PC: Procedures for handling bankrupt properties – J. Lippert
- Digital files for record storage & continuation of a successful township park- L.

**Public Comment: NONE**

**Round Table: “Wish List” for 2015**

*Knowles*

- Clarification of some ordinances regarding the usage of water (lakes)/riparian rights/funneling- P. Heystek
- Sense of direction from the elected officials that the PC should go in –G. Purcell
- Major 2015 PC Objectives: -Frank Fiala
  - *Update Article XII of the Zoning Ordinance*
  - *Update Anti-Funneling Ordinance*
  - *Propose Accessory Dwellings Ordinance Language*
  - *Create Capital Improvement Plan*
  - *Strongly encourage all PC member to successfully complete at least one MSU-Extension Citizen Planning event every year and to participate in other Planning and Land Use seminars*
  - *Support the Cuddy Drain process & Payne Creek obstruction*
  - *Review and Update Land Use Plan*
  - *Consider Bicycle Trail along M-179 corridor*
  - *Review Vanderslik Condo Association completion of project*
  - *Gun Lake Access Management/Impact Study*
  - *M-37 Joint Zoning Alliance*

**Fire Equipment Maintenance Recap**- report distributed by Trustee R. Rottschafer. It was noted later in the meeting that on March 31<sup>st</sup> a separate meeting will be held to discuss the information more thoroughly.

**Gun Lake/M-179 Non-Motorized Path Study by Prein & Newhof** – report was distributed and will be discussed in more detail at a future meeting.

**Final Items/Comments:**

**The Regular Board meeting originally scheduled for March 12 will be held on the 18<sup>th</sup>.**

**Change Trails meeting of March 31<sup>st</sup> to Fire Services meeting**

**J. Jerkatis** commented on all encompassing YS Twp. not just Gun Lake. **Mary Cook** also voiced agreement with Jerkatis' comment.

**Cathy Strickland** received a letter of ruling from the State/tax tribunal regarding Baymeadow Condominiums.

**J. Welch** emphasized **de-emphasized the** importance of overcrowding on Gun Lake/overuse. **M. Cunningham** commented in this direction as well. (See ZBA minutes of April 14, 2015)

**Mark Englerth** questioned those in attendance if meeting twice a year in a joint meeting would be a possibility. The consensus was to meet twice a year in a joint meeting.

**ADJOURNMENT:** At 9:06 p.m., Jerkatis motioned to adjourn with support from Rottschafer. Approved by all.

Respectfully submitted  
D. Mousseau  
Recording Secretary  
3-1-15

Approved Date: March 18, 2015, ZBA Approval: 4-14-15

Janice C. Lippert, Clerk \_\_\_\_\_

Final Approval of Minutes: March 18, 2015

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YST Joint Meeting  
2-26-15