

APPROVED

Eveline Township Planning Commission Meeting Minutes
Regular Meeting
February 13, 2019
7:00 P.M.

- 1) **Call to order:** The meeting was called to order at 7:00 P.M. with the Pledge of Allegiance by Chairman Denny Way at the Eveline Township Hall.

Roll Call: Commissioners present were Eric Beishlag and Kelly McGinn, Prudence Kurtz and Lorraine Sims. Planner Annie Doyle and Recording Secretary Sandi Whiteford were also present.

- 2) **Minutes:** Motion by Commissioner McGinn, supported by Commissioner Beishlag, to approve the January 9, 2019 minutes as written. Motion carried.
- 3) **Approve Agenda:** Motion by Commissioner Beishlag, supported by Commissioner Kurtz, to approve the agenda as presented. Motion carried.
- 4) **Public Comment:** None. No members of the public present.
- 5) **Sign Ordinance Public Hearing:**
- A. Public Hearing opened at 7:04 p.m. by Chairman Way.
 - B. No public comment was received.
 - C. No correspondence was received.
 - D. Public Hearing was closed at 7:06 p.m. by Chairman Way.

- 6) **Board Deliberations with Decision:** Following discussion Commissioner Kurtz made a motion to send the proposed ordinance to Charlevoix County Planning Committee for review. Motion supported by Commissioner Beishlag. Motion approved

- 7) **Discussion of Short Term Rental Draft:** Commission reviewed draft #3 of the proposed short term rental ordinance. Discussion was held as to violations and review of violations should they occur. Chairman Way felt the Planning Commission would have sufficient insight into the processes to be able to address any situations that may arise. Commissioner Beishlag will address process with the Board of Trustees as to who should hold the violation hearings should a hearing need to occur.
- Reviewed Short Term Rental License Application
- Reviewed Short Term Rental FAQ. Discussion was held as to how children are counted in terms of occupancy. Planner Doyle will seek additional input from the attorney.
- Discussion of possible septic system issues was held. Property owners are responsible for septic systems.

Rental property owners are expected to apply for license within (30) thirty days of ordinance effective date.

FAQ, application and other documents may need to be reviewed after the first year.

Reviewed letter to property owners.

Still need to work on template letter for neighbors of rental properties.

Chairman Way stated that members should read over documents prior to the next meeting and bring questions and ideas.

Reviewed possible noise ordinance. Planner Doyle suggested this may be addressed within current nuisance ordinance rather than an additional ordinance. Chairman Way suggested the commissioners review both the proposed noise ordinance and the current nuisance ordinance prior to the next meeting.

8) **Other Board and Staff Issues:** Planner Doyle updated the Planning Commission regarding the Charlevoix County Millage Fund Applications. Commissioners reviewed information regarding a class on the Master Plan Process to be held on March 7, 2019 in Gaylord at the University Center. Planner Doyle and at least 4 of the commission members will attend.

9) **Adjournment:** Chairman Way declared the meeting adjourned at 8:18 p.m.

Respectfully Submitted

Sandi Whiteford
Recording Secretary