

EVELINE TOWNSHIP PLANNING COMMISSION
EVELINE TOWNSHIP HALL
8525 FERRY ROAD
EAST JORDAN, MI 49727

2023 ANNUAL REPORT

TO: Eveline Township Board of Trustees
FROM: Planning Commission Committee Chair – Kelly McGinn
Planning Commission Vice Chair – Eric Beishlag
DATE: January 9, 2024
RE: 2023 Planning Commission Annual Report

The Eveline Township Planning Commission is pleased to provide this Annual Report of its activities for the calendar year 2023. This report is being submitted in fulfillment of Article II, Section 19 of Public Act 33 of 2008 (Michigan Planning Enabling Act) and pursuant to Section 6 of the Planning Commission's By-Laws and Rules of Procedure.

The Municipal Planning Enabling Act states that “a planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development.”

Calendar year 2023 items discussed:

Site Plan/Special Land Use Permit Reviews/Ordinances/Plans and Others

During 2023, the Planning Commission reviewed the following site plans/special land use requests, ordinances, plans, and other items:

Special Use Permits:

- Hungry Ducks Yearly Review of their 2024 Special Use Permit was presented by Kristin Frazho. She discussed allowing a food truck, vending machines, and possible operation on Tuesdays until 8:00pm. They would like to offer other activities at the park also. This Special Use Permit was tabled until the Planning Commission Meeting on April 3, 2024. The Planning Commission Meeting would open at the Hungry Ducks Site at 5:00 pm on April 3, 2024 and then resume at the Township Hall immediately after.

Greenbelt Discussions:

- Application GB1 of 2023: Jonathan Johnson Greenbelt: Zoning Administrator Deb Graber gave him permission to cut 12-13 dead and falling trees within the greenbelt.
- Application GB2 of 2023: Jeakle Property. Per Drost they would not disturb the natural area (keeping most trees) and planting low sumac and shade flowers along the walkway steps to waterfront.
- Whiting Park Greenbelt Application for Boat Launch Development Site: Site Plan Presented by Kiersten Stark. Discussion included fencing, hours of operation, permits, boat washing, fish cleaning, impervious surface area and wetlands impact. The meeting was tabled and moved to the April Meeting at Whiting Park. The public and Commissioners were able to walk the grounds. This meeting was then recessed and moved to the Township Hall.

Questions and Concerns were presented. This meeting was then tabled and moved to a special meeting date of April 20, 2023 to allow the Planning Commission to have Attorneys and Planners review the application. On April 20, 2023, concerns were raised regarding runoff, fencing, hardscape, and placement of the boat launch. Project was scheduled for a public hearing on May 10, 2023. After public comment and concerns were addressed, the Planning Commission moved to approve the plans as presented with final details of plantings and storm water issues to be discussed with the Township.

- Vanpoplin property on Pinelake Road site plan reviewed and approved – no impact on the Greenbelt.
- Morrell Greenbelt review approved with the removal of 8 trees and low growing planting along slate walkway.
- Faust – 01100 Sleepy Hollow Greenbelt review was approved with minor changes allowed.
- Brian Bobb Greenbelt approved with stipulation that Zoning Administrator monitor erosion issues.
- Lee Maynard from Land Information Access Association came to the March 1, 2023 meeting to present information regarding seawall, coordination of permitting, use of bonds or predetermined fines, permit applications and uniformity with flexibility.

Planning Commission Training Sessions:

- Planning Trainings though out the year

Other:

- Charlevoix County Planning Commission reviewed the Accessory Structure Ordinance as suggested to remove “plus 1 minor per D below” under all other districts. This Planning Commission agreed to this change.
- Will Trute was appointed as Deputy Supervisor at the January Board of Trustees meeting. He will be assisting with the duties as assigned by the Supervisor and Board of Trustees.
- Zoning Administrator in March discussed a complaint received regarding bright lights on docks, possible project by the Marina on Lakeshore Drive and that a cabin on Ross Lane might be moved to the other side of the lake (may require a ZBA hearing).
- Short-term rental situations continue to surface and handled. Further discussion on definitions needed. Zoning Administrator would bring suggestion of changes at September meeting. No information was received so topic was moved to October. Zoning Administrator resigned.
- Renewed Michigan Association of Planning Memberships.
- Bob Gibbs attended the September 6, 2023 planning commission meeting to introduce himself and Roger Rehkof. They stated that they were talking about a development at Tommy’s Marina. They shared a photo of some ideas they were thinking about. No drawings were presented and picture was not left with the Planning Commission as they were not sure what they were planning there. Their goal was to talk with the public first. The Planning Commission offered to add Tommy’s Marina to the October Agenda for the developer to present to the public what they would like to do. The developer never confirmed being added to the October Agenda. October Planning Commission Meeting was then cancelled. No additional information presented to the Planning Commission in 2023.
- Contact has been made with the Planner and Attorney regarding review of Short-Term Rentals in village mixed use and village commercial zones.
- Deb Graber resigned as Zoning Administrator and Will Trute was accepted to this position. A new Planning Commission Member would need to be filled.

Looking Ahead to 2024

As the Planning Commission looks ahead to its tasks for 2024, items on its list include:

- Waterfront Greenbelts
- Zoning Ordinance Review
- Short-term Rentals
- Village Mixed Use and Village Commercial Zones as related to Short-Term Rentals.
- Master Plan and Recreation Plan continued yearly reviews
- Planning Commission Continuing Education Training Sessions
- Hungry Ducks review of 2023 operations. April meeting at Hungry Duck Location for Special use permit 2024 operations.
- New Planning Commission Member needed.

2023 Planning Commission Members and Attendance:

The Planning Commission held (9) meetings during 2023 which included a special meeting held on April 20th, 2023. The following meetings were cancelled:

- 1/3/2023
- 6/7/2023
- 10/4/2023
- 12/6/2023

Commissioner

Kelly McGinn, Committee Chair
Eric Beishlag, Vice-Chair
Prudence Kurtz, Committee Member
Lorraine Sims, Committee Member
Will Trute, Committee Member

Attended

9 of 9
9 of 9
7 of 9
9 of 9
6 of 8 – Now Zoning Administrator 11/2023