RR TWP Regular Planning Commission Meeting

04/10/2023

Commission Members Present: Bunce (RB), Mclaughlin (RM), Johnson (DJ), Rondeau (JR), Case (TC)

Visitors Present: Tom and Bonnie Johnson, Kathy Takkinen, Dawn Rondeau

* Call to order 07:01
* DJ Motioned to move the meeting minutes approval after the conditional use permit. RB second, motion passed voice vote
* Approve the agenda – RB motioned, RM second – voice pass

**Conditional Use permit session: opened at 07:12**

* Zoning administrator TC covered the application details. TC confirmed Alger Building Inspector needs the conditional use permit prior to an inspection of the building.
* RM wants to know about bedrooms and septic, TC indicated that the building inspector will determine occupancy based on RM questions.
* RB asked to have contact information and RM asked for backup contacts.
* Johnsons said they will provide the contacts.
* DJ asked for quiet times – 10pm to 6am.
* DJ asked about parking – TC answered that township needs to regulate that.
* RM asked how many occupants they expect – Johnsons said 4, two vehicles + two trailers parking available in adjacent lot.
* RB asked for the property management company information in the event they hire one.
* Hearing closed at 07:19

Planning commission discussion:

* RM wanted the application time limited so we can get them under the new rules next year. Lots of discussion. RM wants have them register every year and be on the new system we have developed.
* Tom Johnson commented that they lived here from birth and the commission member asking for further regulation has lived in the area for two years. RM disagreed with the statement and ended the public comment.
* RB motioned to approve the conditional use permit based on the below conditions JR second:
1. Occupancy permit based upon successful building inspection
2. 2 vehicle + 2 trailers in additional lot
3. Quiet time 10pm to 6am
4. All ordinances to be followed
5. Contact information to be given to the township
6. Backup contact information to be given to the township
7. If property is sold the property reverts out of the short term rental status and the new owners will need to re-apply for conditional use and follow new rental ordinance.

RB: Aye

RM: Nay

DJ: Aye

JR: Aye

Motion passed

Conditional Use permit Session closed 07:36

**Re-open regular meeting at 07:36**

Approval of meeting minutes: January meeting, special RP-10 meeting and three work sessions

* RB motion to accept January 9 meeting, JR second – motion carried voice vote.
* RB motion to accept February 6 meeting, RM second – motion carried voice vote.
* Rondeau Motion to accept March 6 meeting, McLaughlin second – motion carried by voice vote.
* JR Motion to accept March 20 meeting, RB second – motion carried voice vote. Rowan to email the planning commission report presented to the township board and re-name the file March 20 Planning Commission meeting minutes. DJ checking with Tammi to see if she has minutes from this meeting.
* April 3 meeting – meeting minutes tabled until his next meeting so RB can make meeting minutes from his notes.

Communications Report:

* Maria email regarding the MTA planning/zoning workshop on May 18th.
* No other communications

Zoning Administrator Report:

* TC working through Jason McCarthy’s backlog of work – unsigned conditional use permits that must be ran by the township attorney prior to finalizing.
* John and Chris Lindquist, application filed May of 2020. At the time the zoning application was incorrect that the building inspection needed to be done prior to the conditional use hearing. The building inspector indicated they built the first tiny home in Alger County and he never seen one. We now need to approve the conditional use rental permit and he will work through some of the regulations and get the building inspection and occupancy loading complete. He said zoning needs to be completed first, he then will follow through on the building inspection. TC indicated the Lindquists have been doing this prior to anyone else in the area and he is asking the PC to hold the meeting and if applicable approve the conditional use permit so Joe Cilc can work through the building code aspect. RB asked that the PC consider a special use application hearing to get John and Chris through the process and have Joe Cilc inspect. Lots of discussion. RM wanted TC to ensure the physical aspects of the permit has not changed and TC needs to sign off on it. TC commented that they have been renting for 8 years and have had no issues. PC agreed to follow the process through and hold a special use application meeting for Chris and John. Further discussion – square footage of the vacation rental, Egress/Ingress/Fire code etc.
* No other discussion for the zoning administrator

Old Business:

* RB commented that he re-wrote the Chocolay zoning ordinance on vacation rentals. A few small tweaks, Owner/operator – good language etc.
* RB wants to have a current list of rental occupants. A new owner operator has 30 days to re-register.
* Lots of discussion on the updated ordinance.
* Re-registration time is March 1 through April 30.
* RM asked about the density requirement, RB forgot and will add for the next meeting.
* RM asked about lowering the violation costs from $250/day to $50/ day for workdays – weekends not included. Original Fine would be $250 + $50/day per violation thereafter.
* Work meeting in the next couple weeks. Will schedule special meeting in May for this ordinance approval, will vote on the ordinance during that meeting. Will then go to the board so they can review and approve and send to CUUPAD for review. Rental ordinance should be completed in June.
* RM asked about listing rules (quiet hours, inspections etc) in the application. RB voiced that each conditional permit would still be followed as far as a case by case basis is concerned.
* RM voiced concern that we have not changed anything and we have not codified any rules. Discussion that we have now built a process to track and control and register applicants. RM suggested common rules: minimum quiet hours from 10am to 6am, minimum standard on inspections per year etc. RB, JR, DJ wants to make sure the rules can be enforceable with the limited personnel and resources in the township.
* RM wants more parameters and general guidelines around what is expected from the renters.
* Group discussion regarding rules around vacation rules.
* Rental property Registration discussion – Address change, add “How to” on the application form. JR will update the form and re-send to the group.
* TC said Joe Cilc asked we set the minimum square footage for tiny homes at 480 sq. ft. so it is the same as the state building code.
* Discussion on Yert’s/campgrounds - general

Master Plan:

* RB is hoping to get through the master plan after the vacation rental discussion. Group wants to finish the vacation rentals first then move on to the master plan.
* RB asked that everyone start editing the text in different colors and email the group with changes.

Regular Scheduled Meeting Dates:

* Proposed Dates: June 12, August 14, October 12, December 10
* RM Moved, RB Second – Motion passed voice – vote
* RB motioned to have a special work session on May 1 @ 6 pm. Will include the Lindquists special use permit. RM second – motion passed voice vote

Public Comment:

* Kathy Takkinen commented that the Lindquists have been trying for a long time to get a conditional use permit and they are good people.
* Dawn Rondeau and Kathy together thanked us for our work.

Meeting adjourned at 09:05