

## **Burt Township Planning Commission Meeting Minutes**

**August 9, 2021**

**Burt Township Community Center**

**Brazel Street**

**Grand Marais, MI 49839**

**6:00 P.M.**

- 1. The Planning Commission was called to order by Laurence Shaffer.**
- 2. The roll was called. In attendance was Laurence Shaffer, Lou Lundquist, Nancy Griswold, Jeff Cuthbertson, and Jenny Irvine. Christine Lundquist attended remotely. Phil Bontrager arrived at the meeting at 6:30 p.m. Also in attendance was the Zoning Administrator, Calvin McShane, Town Treasurer, Tara Dongvillo and Town Clerk, Lori McShane. Dotty LaJoye, CUPPAD Executive Director and Julie Cogger, Community Innovation Specialist was in attendance.**
- 3. Phil Bontrager made motion to approve previous meeting minutes (June 17, 2021) Jenny Irvine Second. All in favor.**
- 4. Laurence Shaffer explained that CUPPAD has been retained by the Township to write the Comprehensive Plan for the Township. Shaffer explained that the Comprehensive Plan or Master Plan was a document created to project the values and aspirations of a community and how those values translate into how the community wishes to with public activities over the next two decades. The Comprehensive Plan relies strongly upon the vision and dreams of a community's citizens. Dotty LaJoye explained that her plan was to gather information about the Township and its citizens through a formal survey and through a charrette. Items such as transportation, education, housing, open space and health care are addressed in the Master Plan. The objective is to utilize sound planning principles to attain a common community vision. All citizens and stakeholders will be encouraged to participate in the process. Discussion amongst the Planning Commission took place upon the importance of a survey. It was informally decided that a survey to be mailed to taxpayers with the tax bill would be a major tool in determining community wishes. Once the survey is complete and tabulated at least one charrette would be conducted. At least one public hearing would be held on a draft document. Ms. LaJoye explained that the Comprehensive Plan process could take up to a year. No action was taken by the Planning**

**Commission. A draft survey would be considered by the Planning Commission at its next meeting. Ms. LaJoye explained the tour of Burt Township that had taken place prior to the Planning Commission meeting and how helpful that was to understanding certain community conditions.**

- 5. David Chrysler and Christine Julian attended to discuss the conditional use permit filed with the Planning Commission on July 22, 2021. Laurence Shaffer explained that he would like to see additional information provided by the applicant to include a site plan that incorporated elevations, roads and specific campsites. Mr. McShane explained that he would be happy to work with the applicants to ensure that more specific information was provided in an amended application.**
- 6. Be no further business, the meeting was adjourned at 7:10 p.m.**