

## **PLANNING COMMISSION MINUTES - JUNE 4, 2024**

The meeting was called to order at 6:32 pm.

**MEMBERS PRESENT:** Larry Shaffer, Lou Lundquist, Phil Bontrager, Walt Mixon, Rod Lowe, & Christine Lundquist

**AGENDA:** The agenda was approved on a motion by Walt with support by Rod.

**MINUTES:** Larry indicated copies of the last minutes had not been printed for the meeting and indicated they would be reviewed at the next meeting.

**PUBLIC COMMENT:** None at this time.

**ZONING UPDATE:** Rod asked if it might be a good idea to separate the short-term rentals from the zoning ordinance and create a separate ordinance for it. After significant discussion, it was decided to maintain short-term rentals within the zoning ordinance, finish what we started, and get it to public hearing ASAP. Separation can be done at a later date if desired by the Commission members and/or Township

Walt suggested that we include an opportunity to allow those currently operating a ST rental without a permit a 45 day window after passage of the ordinance to obtain one and be treated as a grandfathered ST rental. They would have to provide evidence of having been operational, for example thru advertising copies or tax records. Motion be Walt with support by Rod to insert language to this effect on page 10-19, B-1 letter C. Larry called for a roll call vote. All voted in favor.

Several items were identified that need adjustment in the current text:

Page 4-13. Include IBZ under permitted districts for ST rentals

Page 4-17. Remove duplicate LS/R from ST rental permitted districts.

Page 4-18. Remove HR from permitted district for 2-family dwellings.

Page 10-19, 10B(1) - Add owners "authorized & deemed eligible under the terms of this ordinance".

Page 10-19. Jenny previously requested that section C standards be referenced under existing ST rentals.

Page 10-19. Require proof of notification to neighbors within 300' of applied STR unit.

Page 10-21. Language needs to specifically ban parking in the alleyways under section C standards 4.

Do we need to develop a system for fairly selecting new entities applying for ST rental permits or just use a first come basis?

Page 10-22. Township attorney needs to assess the language in D.3 that may conflict or render confusion with proposed civil infractions ordinance. Should this language point to the civil infractions ordinance rather than have a 2nd discussion of violations?

Page 18.2 under 18.4.1 Change # from 9 to 7.

Page 18.3 Stated duties need to be reviewed for consistency with recently adopted planning commission rules (18.4.2).

Page 18.16 Section 18.11. Attorney needs to review & ensure that the present status of law does not create a conflict with proposed ordinance.

Page 21.1 Section 21.2.11. Reference should be changed to Section 10.12.32.

Page 21.2 Section 21.7 needs to be closely reviewed to ensure there is no embedded conflict with the civil infraction ordinance.

21.7 Remove schedule of fines dollar values and reference annual schedule of civil infractions to be set by the Township.

Page 2-28 - increase size to 500 sq ft or less

Section 10.5 - Parking for Bed & Breakfast should be the same as for ST rentals.

Page 15-4, Section 15.6 E was reviewed. After discussion it was agreed to leave it as is.

Section 15.6. Discussion about whether limitations on fencing is too restrictive... Agreed to restrict chicken wire but the chain link and coated wire fence is okay.

Still need to review expansion of commercial zone on zoning maps. Walt will email information to members so they can be ready to review at next meeting. It was agreed that commercial properties currently in non-conforming use status will stay as such and not be re-zoned.

Lou recommends addition of information on advertising of ST rentals in Section C standards. He will forward an email with possible language with updates required with annual permit renewals.

Question asked if standards for food trucks should be included in zoning.

**OTHER:** Due to multiple conflicts, the meeting scheduled for June 18 will be moved to June 25 at 6:30 pm.

**PUBLIC COMMENT:** Al Larson asked about the Township using a different attorney to review the proposed zoning as it sounds like the attorney commonly used by Burt Township will not be able to do so on a timely basis. Larry indicated that Pat Coleman gave him names of some other attorneys, and these have been given to the Township.

Al noted that not all St rentals advertise, so proof of advertising may not be available to show they have been operational. Rod suggested that in that instance they may be required to show financial records and/or tax returns as proof.

**ADJOURNMENT:** The meeting was adjourned on a motion by Christine with support by Rod.