

**MINUTES OF THE BURT TOWNSHIP PLANNING COMMISSION
PUBLIC HEARING AND REGULAR MEETING
December 12, 2011**

The Burt Township Planning Commission Public Hearing was called to order by Chair, Gary Street, on December 12, 2011, at 7 p.m. at the Burt Township Hall, 7029 Birchwood Road, Cheboygan, Michigan.

Members Present: Gary Street (Chair), Ann Baughman (Vice-Chair), Matt Landon, Bob Babcock, and Gene Hodulik.

Members absent: None.

Also attending: Mary Campbell, Dan Swantek, Ethel MacArthur, Jeff Mallory, Harold Koviak, Dennis Reimann, Walt Lindsay, John Kozacki, Katie Parker, Rich Hill, Joyce Angel, Joel Gordon, Christy Summers, Keith Cheli, Tim MacArthur (Burt Township Attorney) and Joyce Hutto-Nolan (Recording Secretary).

Introduction

Gary Street said the purpose of the public hearing was to consider a request for a seasonal placement of a temporary dock at Maple Bay and to consider a request for Access Site Improvements at Maple Bay. The meeting was advertised in the Straitsland Resorter and posted on the Burt Township web site.

Public Hearing Procedures

Gary Street summarized the Public Hearing Procedures.

Minutes from November 1, 2011

Moved by Ann Baughman and seconded by Gene Hodulik to approve the Planning Commission Public Hearing minutes of November 1, 2011, as published.

Motion unanimously approved.

Seasonal Placement of Temporary Dock

Keith Cheli, Regional Field Planner, DNR Parks and Recreation, Cheboygan Field Office, requested a Special Use Permit for a seasonal dock at the Burt Lake Maple Bay Boat Access Site. This dock was placed in the summer of 2011 as a seasonal dock and will be removed in the fall and put in the water each spring. The intent is for this dock to be a temporary structure until all approvals by Burt Township are in place for the improvements of the Maple Bay launch site. At that time a new similar seasonal dock will be placed.

Public Comment

No Public comment.

Public Comment Period Closed

Deliberations by the Planning Commission

Gary Street said Burt Township and the Burt Township Planning Commission have not received any letters about the temporary dock.

Mary Campbell reviewed the Draft General Findings of Fact portion of the Special Approval Application for approval of a temporary dock at the Maple Bay Boat Access Site. Copy attached. Campbell read each item of the Draft General Findings of Fact. Ann Baughman made the following suggested changes: (1) On page 2, in the first paragraph A, add the word “not” after the word “did” and before the word “diminished”, (2) on page 3 in the first paragraph A, add the word “impact” after the word “detrimental” and before the words “to the economic well being”. It was also suggested that on page 4 under Conditions that the temporary seasonal dock be placed in the water each year no sooner than April 1 and removed no later than December 1.

Public Comment

Dan Swantek said he has received many favorable comments on the temporary dock.

Motion

Moved by Ann Baughman and seconded by Gene Hodulik to approve the Special Use Permit for the temporary dock with the changes suggested by Ann Baughman and under the section designated as Conditions, that the temporary seasonal dock be placed in the water each year no sooner than April 1 and removed no later than December 1, based on the Special Land Use Findings of Fact.

Roll Call Vote

Landon-yes, Babcock-yes, Hodulik-yes, Baughman-yes, Street-yes.

Motion approved.

Request for Access Site Improvements at Maple Bay

Keith Cheli showed an illustration of the proposed site plan. Cheli reviewed the proposed changes. Some of the major proposed improvements are to include parking spaces for 38 vehicles and trailers, a hard asphalt surface, barrier free parking spaces, two vault toilets, and a naturalized storm water collection system, relocating the existing State Forest Campground, and improving traffic flow. Cheli reported that the Cheboygan County Road Commission suggested the road to the lake should become a seasonal road.

Public Comment

Jeff Mallory representing the Pellston Fire Department asked about dry hydrant placement. He asked where it would be placed so it does not conflict with the boat launch. Could emergency vehicles use the dry hydrant without impacting the use of the boat launch? Mallory said he appreciated the work that has been done on this project.

Public Comment Closed

Deliberations by the Planning Commission

Gary Street described some concerns and issues:

- That the public should always have access to Burt Lake in the future.
- It is important that the Road Commission keep the road open to Burt Lake.
- Who will be responsible for snow plowing and who will be held responsible for any damage due to the snowplowing?

- Boaters and swimmers need to be segregated by way of buoys or markers for safety.
- The 2% impervious surface issue needs to be met to comply with the Burt Township Zoning Ordinance.
- Night lighting needs to meet zoning requirements.
- Storm water runoff and the impact of removing large trees.
- The required permits need to be obtained.
- The non-conditional issues to be considered are playground equipment and parking slots for cars only.

Response to Public and Planning Commission Questions

Keith Cheli said that:

- The launch ramp will have 2 concrete ramps each 18 foot wide, with 2 foot gravel shoulders, totaling 40 foot.
- The dry hydrant could be placed in the most accessible spot for the fire department with the least amount of impact.
- Damage from snow plowing is an issue that can be easily resolved.
- Public safety is an issue and navigation buoys are in the proposed plan for the boaters.
- Calculations have been made to address the 2% impervious surface coverage issue. The Planning Commission will need to see if the DNR calculations comply with the Burt Township Zoning Ordinance.
- Two lights are included in the proposed plan. When the lights come on and when the lights go off will be studied later.
- All required permits will be obtained.
- Restricted money cannot be used for playground equipment.
- The proposed plan does not allocate parking for cars.
- Christie Summers, Project Manager, Beckett & Raeder, discussed the issue of storm water management and explained how the requirements will be met.

Planning Commission Questions and Comments

Ann Baughman asked about the storm water management issue. She asked if it would be advantageous to use a trench design for storm water. If the plan is designed for a 25 year storm and a 50 or 100 year storm occurs, what will happen to the extra runoff ? Would there be mowing around the edge of the design? Could there be a grassy walkway between the two parking lots? With the site being a flat surface, where would the storm water flow?

Christie Summers explained about the water flow.

Gary Street said he received a letter from Scott Lucy expressing his concern about overhead power lines and if there could be accommodations for sailboat masts to reduce the risk of electrocution.

Mary Campbell reviewed the Draft General Findings of Fact portion of the Special Approval Application for improvements to the Maple Bay Boat Access Site. Campbell read each item of the General Findings of Fact. Copy attached.

Gary Street said the safety issue needs to be considered further. The 2% impervious surface coverage issue needs to be reviewed with documentation of the calculations and the storm water management questions needs further explanation.

Motion

Moved by Gene Hodulik and seconded by Bob Babcock to table the approval of the Maple Bay Boat Access Site to the January 2012 Planning Commission Meeting and that the questions which need to be answered are put in writing within the next few days to give the DNR time to answer these questions.

Motion unanimously approved.

Motion

Moved by Ann Baughman and seconded by Gene Hodulik to adjourn the Public Hearing Meeting.

Public Hearing adjourned at 9:25 p.m.

The regular meeting of the Burt Township Planning Committee was called to order by Chair, Gary Street, on December 12, 2011, at 9:30 p.m. at the Burt Township Hall, 7029 Birchwood Road, Cheboygan Michigan.

Members present: Gary Street (Chair), Ann Baughman (Vice-Chair), Matt Landon, Bob Babcock and Gene Hodulik.

Also attending: Mary Campbell, Tim MacArthur (Burt Township Attorney), Dan Swantek and Joyce Hutto-Nolan (Recording Secretary).

Public Comment

No Public Comment.

Private Lake Access

Gary Street said the Burt Township Zoning Ordinance, Section 6.10.2, Private Lake Access Lots Management, needs revision to add “shared” in the title and in the first paragraph of Section 6.10.2. A Public Hearing Meeting will be scheduled on the recommendation.

Motion

Moved by Matt Landon and seconded by Bob Babcock to recommend adding the word “Shared” in the title to the Burt Township Zoning Ordinance, Section 6.10.2, after the word “Lake” and before the word “Access” and in the first sentence of Section 6.10.2 add the word “shared” after the word “lake” and before the word “access”.

Motion unanimously approved.

Planning Commission Code of Conduct

The Planning Commission Code of Conduct will be sent to each planning commission member to be signed for 2012.

Election of Officers for 2012

Moved by Matt Landon and seconded by Gene Hodulik to elect Gary Street, Chair and Ann Baughman, Vice-Chair and Secretary, for 2012.

Motion unanimously approved.

Planning commission Meeting Dates for 2012.

Moved by Ann Baughman and seconded by Gene Hodulik to approve the following meeting dates and times for 2012:

January 16- 7 p.m.

February 20- 7 p.m.

April 16- 7 p.m.

June 18- 7 p.m.

August 20- 7 p.m.

October 15- 7 p.m.

December 17- 7 p.m.

Motion unanimously approved.

Motion

Moved by Gene Hodulik and seconded by Bob Babcock to adjourn.

Motion unanimously approved.

Meeting adjourned at 9:45 p.m.

Joyce Hutto-Nolan, Recording Secretary