

**BURT TOWNSHIP**  
**PLANNING COMMISSION**

**Minutes**

**May 11, 2023**

**Burt Township Hall**

**The Burt Township Planning Commission was called to order by Jay Jontz on May 11, 2023, at 7:00 p.m. at the Burt Township Hall.**

**PLANNING COMMITTEE ATTENDEES:** Jay Jontz, Allen Kozlowski, Gene Hodulik, Paul Janness. Matt Landon,

**ALSO ATTENDING IN PERSON:** Ken Lane of Beckett and Raeder, Harold Koviak, James Larson, Fred Low, Royce Low, David Shaue, David Klubba, Ann Klubba, Roger Jacobs, Shirley Jacobs, Tim MacArthur, and Carolyn Hodulik, Recording Secretary.

**PLEDGE OF ALLEGIANCE** led by Jay Jontz

**DECLARATION OF ANY CONFLICT OF INTEREST:** None

**APPROVAL OF March 9, 2023, Meeting Minutes: MOTION:** To approve March 9, 2023, minutes by Landon, supported by Janness. **MOTION APPROVED.**

**REPORTS:**

**Township Board Representative – Hodulik**

1. Signed the Cheboygan County Hazardous Mitigation Plan for Burt Township inclusion.
2. Approved the Special Use Permit & Site Plan Review Application. Set the fee @ \$350 plus the cost of outside professional services.
3. Cheboygan County Road Commission considering adopting a plan for returning Paser 1 and 2 graded roads to gravel.
4. Pellston Fire Department is purchasing a fire boat for lake emergencies and asked the township for \$30,000 to enable the purchase of the boat by July, 2023.
5. Pellston Schools will be asking for 1.8 mils on the August 8 ballot for construction of a multi-use field house for the school as well as well as Pellston School District residents.
6. Trail – 2 grant requests have been made; one is for a \$150,000 Recreation Passport Grant for paving Phase I of the trail and MDOT Highway Safety Grant for \$450,000 to add 5 ft. paved shoulders on Topinabee Mail Route Road.

7. The county will be tar and chipping/sealing this season the following roads: East Burt Lake Rd. from Riggsville Road to the beginning of West Birchwood Road, roads to the east and west side transfer stations, Cedar Point Drive, Cedar Drive, and Deerfield Lane.
8. A meeting next week Wednesday with County Road Commissioners from Burt & Emmet Counties and trustee Hodulik for the continuation of the Burt Lake trail going west on Brutus Road through Emmet County.

**ZONING ADMINISTRATOR –Jim Larson**

It has been slower compared to previous years.

**PLANNING CONSULTANT – Ken Lane of Beckett & Raeder**

Beckett & Raeder is sponsoring a MAP Workshop on Tuesday, May 23, 2023, entitled Planning Commissioners Toolbox Training in Traverse City. All planning commission members are encouraged to attend.

**OLD BUSINESS:**

**High Speed Internet – Kozlowski**

Charter/Spectrum has been delayed until 2024 because they're adding other projects to it so the entire scope of their plan needs to be reworked. Talked to Joan Movrich of Charter Communications who is working on getting the ROBIN grant for internet with Charter/Spectrum along with 154 other applicants. Announcement expected late May /early June then followed by a 45 day objection period which results in the announcement coming later this year.

Latest communication is that the work will begin mid-summer to early fall for the west side of Burt Lake next year. A letter of support was requested from Joan Movrich for a ROBIN grant for broadband installation in Burt Township. If awarded the grant, all work needs to be completed by year's end, 2026.

**SOLAR ORDINANCE REVIEW**

Ken Lane analyzed our existing solar ordinance with the recommended best practices from MTA, MSU Extension, U of M Planning & Land Department for solar, wind, and communication towers. The existing township solar ordinance are being integrated with best practices from the above mentioned resources which include roof mounted solar, ground mounted solar, and solar farms.

Major topics added and explained covered minimum lot size, impervious surface/storm water, land clearing, access/service roads, repowering, abandonment, performance guarantee, decommissioning plan, and agricultural protection.

Discussion regarding solar energy ordinance resulted in updating the following: decommissioning, setbacks, agricultural protection, and stand-alone structures. Ken Lane will again review and compare our township ordinance with a recommended statewide ordinance for any additions for next meeting.

**MOTION:** by Hodulik, supported by Kozlowski to include all solar energy changes to be integrated into the existing ordinances.

**MOTION CARRIED**

**NEW BUSINESS:**

The Special Use Permit was approved with a fee of \$350 plus any the cost of any outside professional services. Lane reviewed the special use process and distributed handouts to all in attendance.

Lane provided the goals and objectives of our current master plan which expires in 2024. These pages plus a possible new survey would be used to update the master plan. This should be on the July agenda for further discussion.

**BRAINSTORM:** None

**PLANNING COMMISSION COMMENTS:** None

**PUBLIC COMMENT:**

Two topics discussed were the Verizon Tower location at the west side transfer station and the Jacobs business on a residential zoned property.

Fred Low, representing Chaille Towers Consultants and TAG Towers for the proposed wireless Verizon tower location at the west side transfer station presented proposed lease changes and specifications for the tower. This is also known as 1744 Elmherst Project. A multi carrier platform lattice tower will be erected to be 195 feet tall with a 4 ft. lightening rod. The site will be 100' by 100' and will be fenced. He provided a modified lease through talks with our township attorney, Tim MacArthur. Further conversation with MacArthur is to provide an agreeable wording of the lease to be signed at the June 1 township board meeting. The tower will provide C Band 5G in-home internet with the addition of an antenna at the home site which should cost approximately \$50.00 per month. Once the township signs the lease, the process by Fred Low to obtain the necessary approvals and engineering will begin. An effort to provide all information for a special use permit for the next planning meeting is the goal. If SUP is completed, there will be a public hearing before the July 13 Planning Commission meeting.

Roger and Shirley Jacobs, 3909 S. Extension Road, Cheboygan, MI 49721 attended this meeting at the request of the zoning administrator to discuss their business located at the above address which is currently zoned general residential. They stated they have a storm/natural disaster cleanup business involving nearly 29 trucks although normally about half are offsite at any given time. They explained that the business and the size of the pole building in question were both discussed at the ZBA meetings held May 28, 2021, and July 16, 2021. Mr. Jacobs commented that he has written approval of the site plan for a 50' x 80' pole barn signed by Jim Larson, Zoning Administrator, and that the pole barn was completed in September 2022. These concerns will again be reviewed at the next ZBA meeting to be held May 26, 2023. Chairman Jontz stated that the Planning Commission will add the Jacobs to the July 13, 2023, agenda to make a determination if a business can be conducted at the current location and if so, what requirements would need to be fulfilled.

**NEXT REGULAR MEETING:** July 13, 2023, at 7:00 p.m.

**ADJOURN:** Motion by Kozlowski to adjourn, supported by Janness.

Meeting adjourned at 8:14 p.m.

Respectfully submitted,  
Carolyn Hodulik  
Recording Secretary

**1. Meeting with Karie Slavik to discuss Gorge Driveway paving (Katie, Gene)**

Katie Parker talked to Karie Slavik. She agreed to meeting when she gets here in April. She will not be here until second week of May.(April 24 update). Katie will arrange a meeting in next few days (May 22).

**2. Mike Spierling meeting to pave Gorge (Gene,Gary, Dennis?)**

Gene Hodulik talked on the phone with Mike Spierling 3/23 to update him on Gorge driveway plan. First a meeting with Karie Slavik is planned and if she agrees to go forward, review a possible entrance and approximate cost from Mike, followed by a final meeting with Karie, Mike and anyone else. Hodulik and Street meeting with Spierling in May, followed by a meeting with Karie Slavik. (April 24). May 11 meeting with Spierling—recommended a culvert and will work with Matt Hall, ChCRC for a solution.(May 22)

**3.Meeting with Emmet Co. Planner about Brutus Road (Gary).** Street will set up a meeting with Emmet Planner and Brent Shank by mid May to discuss plans for Brutus Road construction.(April 24). Meeting held May 17, outcome is to have only 2 foot paved shoulders because of wetlands. Alternate route being explored. (May 22).

**4.Maple River Township Meeting—update on trail/Brutus Rd (Gary and Gene).** Street will coordinate with the Emmet Co. Planner and have her invite Supervisor Eby to the Brutus Road meeting.(April 24). Nancy Solar, a Maple RiverTownship board member was at the May 17 meeting regarding Brutus Road. (May 22) completed.

**5. Meeting with Munro TS—update on Gorge entrance plan and cost (Gene).** Plan to attend their May TS meeting.(April 24). **Presented to Munro TS Board without any costs available on May 9. (May 22).**

**6. Investigate orange gates and cost (who? Paul?,Brett?)** Brett obtained engineering drawings of the gate from Dave Stempky (DNR) which were constructed by Moran Iron Works in Onaway, powder coated orange by "Scope" in Petoskey. Discussion followed stating they are not attractive and there are many places where ATV's can get on the trail. Suggested a camera or two at defined spots might work better.(March 27) Completed

**7. Huron Engr.--Proposal for Topinabee Mail Route engineering cost (Gene)**

Hodulik had a phone conversation with Becky Rivard 3/23. She can submit a MDOT Grant with

the data she has on Topinabee Mail Route. Engineering specs to build the paved shoulders will be done once a Grant is awarded. Becky will complete and enter the Grant by the May 1 deadline. Completed. (May 22)

- 8. Spark Grant update and re-submit (Margie and Gary)** No new info. However Becky Rivard suggested we apply for a DNR Passport Grant for \$ 150,000 with a \$50,000 match which was submitted April 3 to be used to pave Phase I. Margie Reh printed out the grant request and our score. Ours was 55 out of 100. (April 24). We must analyze the ability to upgrade our score and determine if it is worth doing again. Hodulik will talk with Rivard. (May 22).
- 9. Meeting with Mullett TS board to present TMR /grants (Gene, Mike, Brett)**  
Laz Serabian, Mullett Supervisor, called 3/24 to invite Hodulik to present MDOT Grant proposal and finances at the April 10 meeting. Hodulik accepted. Hodulik updated their township board and obtained agreement for the MDOT Highway Safety Grant submission as a joint effort. (April 24). Completed.
- 10. TOMTC new map of the Burt Lake Trail (Margie).** TOMTC staff and Margie Reh have written the trail description and a map is the next step. (April 24). No update. (May 22).
- 11. Discussion with Matt Hall regarding sponsorship of a Burt/Mullett Multi-Jurisdiction Grant through MDOT** (Gene, Dennis?, and supervisors?) Hodulik phone call 3/24 gained agreement that Matt Hall would sponsor the Burt/Mullett Multi-Jurisdictional MDOT Grant. Rivard will enter a grant due May 1, "Highway Safety Improvement Project", asking for \$450,000 with a 20% match (\$90,000) Also discussed West Burt Lake Rd construction and engineering drawings have not been started yet. (April 24). Completed.
- 12. Update Cam Cavitt, state rep on our TMR project (?)**  
Cam will be at the Mullett TS hosting MTA meeting in April. He did not attend as he was still in Lansing. (April 24). No update. (May 22).
- 13. Review the yearly entire trail maintenance, plus paving Phase I section with Mike Spierling and rehire Slowinski for grass mowing (Gary).** Gene Hodulik reviewed with Mike Spierling on 3/23 phone call about the Gorge entrance.. Told him that Gary Street would be calling him regarding the maintenance and paving. (April 24). Slowinski out of business-back in college. Ormsbee hired to mow the trail for \$1,000 twice. Powerswept trail May 1, other work will happen in June. (May 22).
- 14. ANALYZE** another grant entitled "Safe Streets and Roads for all" suggested by Ruby at the ChCRC. Will need to be reviewed with Becky Revard as to the appropriate project to apply it to. (May 22).