

APPROVED

Eveline Township Planning Commission Meeting Minutes
Regular Meeting
October 10, 2018
7:00 P.M.

- 1) **Call to order:** The meeting was called to order at 7:00 P.M. with the Pledge of Allegiance by Chairman Denny Way at the Eveline Township Hall.

Roll Call: Commissioners present were Eric Beishlag, Kelly McGinn and Prudence Kurtz. Absent Excused: Lorraine Sims. Zoning Administrator Barry Wood and Recording Secretary Sandi Whiteford were also present.

- 2) **Minutes:** Motion by Commissioner Kurtz, supported by Commissioner Beishlag, to approve the September 12, 2018 minutes as written. Motion carried.
- 3) **Approve Agenda:** Motion by Commissioner Kurtz, supported by Commissioner Beishlag, to approve the agenda as presented. Motion carried.
- 4) **Public Comment:** None
- 5) **Review Shoreline Application:** The Commission reviewed the application. Decision was made to refer the application to the Richard Deuell for review. Chairman Way will make contact with Richard Deuell.
- 6) **Discuss Short Term Rental Ordinance:** Planner Doyle explained the proposed Short Term Rental Ordinance presented. Section 5(e) license. Zoning Administrator shall approve. Discussion of time limit, possibly three years. Different ownership as well as other changes such as additions, remodel may require new application for license. Discussion of addressing complaints. Provide neighbors local agent contact information or call police. The Township could post information on the website and board with contact information for each licensed rental as well as a process to use. Discussion of noise and nuisance ordinance. Planner Doyle will research with surrounding communities. Complaints may trigger re-application process. Discussion of Occupancy Standards and Regulations. Remove G and H pertaining to well, septic and holding tanks as well as compliance with fire and building codes, as they are Charlevoix County Health Department and Charlevoix County Building Department issues. Discussion of violations and penalties. Change wording to up to 30 days and up to 90 days. Application and fee structure needs to be developed and reviewed by the Township Attorney.
- 7) **Other Items:** Planner Doyle asked about Township multi-family zoning. Zoning Administrator Wood stated it is site specific. She asked if there are grant needs. Chairman Way stated that help with grants is a possible need. Being made aware of such opportunities would be helpful. Planner Doyle will bring grants to the attention of the Commission as she becomes aware of them. Planner Doyle also inquired as to the Commission's time frame for working on the Master Plan and suggested that the Rec Plan and Master Plan be updated in tandem. The Commission expressed interest in working on the updates as soon as possible.

10) **Adjournment:** Chairman Way declared the meeting adjourned at 8:37 p.m.

Respectfully Submitted

Sandi Whiteford
Recording Secretary