**WHITE RIVER TOWNSHIP**

**PLANNING COMMISSION REGULAR MEETING**

**JANUARY 16, 2024**

**MEETING MINUTES**

Bob Hagen Don Kline Karen McClain Craig Harris Marisa McGlue Patti Sargent

Susan Lloyd (chair)

Recording Secretary – Julie Goericke and Zoning Administrator – William Schmiege

The meeting was called to order at 6:39 PM

1. Roll Call. All members present, including the Zoning Administrator and Recording Secretary.
2. Agenda Approval. McGlue moved to approve the agenda. Sargent seconded. All in favor, none opposed. The agenda stands approved.
3. December 19, 2023, Meeting Minutes Approval: Sargent moved to approve the minutes. Lloyd seconded the motion. All in favor, none approved. The meeting minutes from December 19. 2023 stand approved.
4. Public Comment. No comments.
5. WRT Correspondence & February WRT Board meeting date change – Patti Sargent.
	1. A request was received by the township from Hunters, a property in White River Beach Association (WRBA), to remove a deck and replace it with a breezeway. It’s in critical dune so they will need EGLE approval and a public hearing.
	2. A request for a variance was received by the township for the property on Indian Point Road. They are building on the side of a hill.
	3. Sargent discussed a new Zoning Board of Appeals (ZBA) checklist. Lloyd reported that Chapter 20 covers the Zoning Board of Appeals.
	4. A new chair for ZBA is needed, as Chair Pranger has resigned and moved.
	5. The February WRT Board Meeting will be held on Monday, February 12, not Tuesday, February 13. The meeting will begin at 7pm.
	6. Lloyd received an email from a law firm that specialized in land use, Fahey/Schultz. They are offering a free webinar about land use on Thursday, Jan. 25th, from 12-1pm.
	7. Moorland township is hosting a meeting on Jan. 18, 2024, at 5:30. The topic is ORV Ordinances throughout Muskegon County.
6. Zoning Administrator Report – Bill Schmiege.
	1. Bill Schmiege updated the planning commission on the Big Flower Creek Road Improvement. He answered questions about a lot in Lost Valley, reviewed an application for a deck, looked over the new project in WRBA (see 5a), and was made aware of a cottage that had a tree fall on it. There were many questions about the cottage on North Old Channel Trail. Schmiege found section 3.38, (Restoring unsafe buildings) and section 3.19, (Addressing demolishing of buildings) that might help answer some of the questions asked by the property owner.
7. Old Business
8. WRT Planning Commission Bylaws update – Patti Sargent. Waiting for approval from the attorney on the Bylaws and on the job description for Code Enforcement Officer.
9. WRT Code Enforcement Officer update – Patti Sargent. Our new Code Enforcement Officer, John Howell. There was a discussion about the consequences of zoning violations and parameters for enforcing violations.
10. WRT Town Hall Meetings update – Marisa McGlue. Hoping to start up again in the spring.
11. WRT Master Plan: Existing Land Use Categories & Maps, specifically road ends court case resolution. Lloyd is working on a draft of the existing land use categories. Tom VanBruggen is still the contact at the county GIS office. The Township will explore access to the beach. The possibility of grants available through EGLE (Coastal Resilience Grant) and through the local Community Foundations were discussed. McGlue will explore possible grant information and report findings at the next meeting February 20,2024 at 6:30 pm..
12. Short Term Rental Ordinance. A sample of a STR Ordinance was sent by the township’s attorney. Supervisor Ron Bailey looked over the ordinance and suggested 2 points the township should consider; 1) Determine what is to be a short term rental. (length of rental) and 2) Establish a quantity allowed in the township.
13. Building & Zoning Requirements Info for Web site publication – Patti Sargent. Sargent worked on a draft for our website, McClain will continue the work.
14. New Business:
	1. Supporting CEIC – McGlue. The meeting on January 25th, 5:30 – 7, at the township hall is expected to be well attended. Lloyd moved to have the Planning Commission provide a letter of support for CEIC. Sargent seconded. All in favor, none opposed. A letter of support for CEIC will be submitted before the 1-25-24 meeting. A Zoom link will be sent out for the meeting.
	2. MTA webinar Renewable Energy Siting, What’s Next? The webinar was discussed.
15. Planning Commission member comments.
	1. Bob Hagen announced that he will sign up for another year on the Planning Commission.
	2. Lloyd announced that she will leave the Planning Commission in June when her term is up.
	3. Harris announced that tonight is his last meeting as a member of the Planning Commission. He will be moving to the ZBA going forward. The Planning Commission will have an open position.
16. Public Comment. No comments.
17. Adjourn. Sargent moved to adjourn. Harris seconded. All in favor, none opposed. The meeting was adjourned at 8:45pm.

Respectfully submitted,

Julie Goericke, Deputy Clerk

Patti Sargent, Clerk