

**Planning Commission  
Regular Meeting Minutes  
Tuesday, February 20, 2023 at 6:00 p.m.  
Meeting held in person & via Zoom  
Saugatuck Township Hall**

**Call to Order:** Chair Ihle called the meeting to order at 6:00 PM.

**Roll Call:**

Present: Dave Ihle, Jackie Ground, Denise Webster, Ken Butler, Jon Helmrich, Gordon Stannis, Michael Wurth

Absent:

Also Present: Joe Milauckas, Joe Novakoski, Jennifer Novakoski, John Migas, Scott Bosgraff, Donna Leonard, Dayle Harrison, Planning and Zoning Administrator Lynee Wells, Recording Secretary Morgan Arens.

**Approval of Agenda**

Ihle introduced the agenda. Webster asked that Commission Comments be added as item “D” under Communications.

A **Motion** was made by Butler to approve the agenda as amended. Supported by Ground. Motion carried unanimously.

**Approval of Minutes:**

Minutes from the December 19, 2023 were discussed.

A **Motion** was made by Butler to approve the minutes from the December 19, 2023 meeting as presented. Supported by Webster. Motion carried unanimously.

**Public Comments:**

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

**Old Business:** None.

**New Business:**

Before New Business commenced, Planning and Zoning Administrator Lynee Wells provided an overview presentation on how the draft Zoning Ordinance aligns with the Township’s Master Plan. Her presentation covered various topics including community character, growth management, land use, agriculture, economic development, and more. The full presentation is on file.

**1. Public hearing to consider the amendment of the Township Zoning Ordinance to replace and adopt Chapter 40 of the Code of Ordinances as well as adopt a new zoning map.**

Ihle commenced the Public Hearing at 6:30 PM and invited Public Comment.

- Joe Milauckas urged the PC to reconsider his previous comments and expressed concerns about the Zoning Ordinance's alignment with the Master Plan.
- Joe Novakoski raised concerns about language and limitations in the tree protection section of the draft Zoning Ordinance.
- Dayle Harrison requested the exclusion of certain sections in the draft Zoning Ordinance related to waterfronts, and also expressed concerns about lot sizes and the tree protection section.

With no further Public Comment, Ihle closed the Public Hearing at 6:52 PM.

2. Consider a recommendation to the Township Board to adopt the proposed updated Township Zoning Ordinance being Chapter 40 of the Code of Ordinances as well as adopt a new zoning map. The Planning Commission reviewed updates to the draft Zoning Ordinance presented by Planning and Zoning Administrator Lynee Wells. They also considered Attorney Nick Curcio's recommendations, agreeing to implement them. Ihle then invited individual comments from the Commissioners. Wurth had none, while Butler expressed support for recommending the draft ordinance for adoption, emphasizing its amendable nature. Webster addressed concerns on parking, home occupation, ZBA bylaws, and water body classifications. Ground discussed public comments on tree protection, leading to a potential solution. Ihle addressed concerns on density and lot sizes, particularly R4 zoning, followed by discussions among the Commissioners and Wells. Stannis and Helmrich echoed previous comments, and Ihle reiterated the ordinance's flexibility, noting areas of potential amendment, including C3 regulations, formatting, non-conforming rules, and townhome wording.

A Motion was presented to recommend that the Township Board: (1) consider and adopt the proposed comprehensive zoning update and map in the form presented at tonight's meeting, subject to the two alterations described in the memorandum from attorney Curcio [and any additional alterations stated in the record]; and (2) impose a temporary moratorium as needed to preserve the status quo while the Township officials consider further revisions to the zoning ordinance.

A **Motion** by Webster to approve the draft zoning ordinance as described above with the Attorney's recommendation and the following additional alterations:

1. Strike 6.40 B3, PUD density bonus requiring water and sewer to qualify, meaning bonus would be eligible without water and sewer
2. Add 8.140 A6 "There shall be no on street parking."
3. Add 2040 B2. Add the term "Secretary"
4. Revise 11.110 B1 throughout to make sure that "man made water bodies" and "man made lakes" and "inland lakes" so that all are consistent using the term "man-made inland lakes"
5. Revise 11.100 D.1.b "add ability to remove 33dbh for each additional acre"
6. Table 6.30 add reference of "square footage" after the 10,000 numbers in the chart

Supported by Stannis.

**Roll Call Vote:**

Yes: Ihle, Ground, Webster, Butler, Helmrich, Stannis, Wurth

No:

Discussion: None

Motion carried unanimously via roll call vote.

**Communications**

- A. North Shore PUD/Marina EGLE and ACE Permit Denial Letters: on file
- B. Township Board Report: Helmrich gave an update.
- C. Staff Updates: Wells reviewed potential next steps for the Planning Commission's next meeting regarding the Zoning Ordinance.
- D. Commission Comments: Webster asked for status updates for multiple projects. Butler asked about certain projects needing to request an extension, with Wells saying that she would look into who would be affected.

**Public Comments:**

Ihle opened the floor for Public Comment.

- Joe Milauckas expressed dissatisfaction with the Planning Commission's handling of his previous comments.

Ihle closed Public Comment.

**Adjourn:**

A **Motion** was made by Webster to adjourn at 8:59 PM. Supported by Ground. Motion carried unanimously.

### Motions

1. A **Motion** was made by Butler to approve the agenda as amended. Supported by Ground. Motion carried unanimously.
2. A **Motion** was made by Butler to approve the minutes from the December 19, 2023 meeting as presented. Supported by Webster. Motion carried unanimously.
3. A **Motion** by Webster to approve the draft zoning ordinance as described above with the Attorney's recommendation and the following additional alterations:
  1. Strike 6.40 B3, PUD density bonus requiring water and sewer to qualify, meaning bonus would be eligible without water and sewer
  2. Add 8.140 A6 "There shall be no on street parking."
  3. Add 2040 B2. Add the term "Secretary"
  4. Revise 11.110 B1 throughout to make sure that "man made water bodies" and "man made lakes" and "inland lakes" so that all are consistent using the term "man-made inland lakes"
  5. Revise 11.100 D.1.b "add ability to remove 33dbh for each additional acre"
  6. Table 6.30 add reference of "square footage" after the 10,000 numbers in the chartSupported by Stannis.

**Roll Call Vote:**

Yes: Ihle, Ground, Webster, Butler, Helmrich, Stannis, Wurth

No:

Discussion: None

Motion carried unanimously via roll call vote.

4. A **Motion** was made by Webster to adjourn at 8:59 PM. Supported by Ground. Motion carried unanimously.

Respectfully,

*Morgan Arens, Recording Secretary*