



**Planning Commission
Regular Meeting Minutes
Tuesday, November 19, 2024 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, Steve McFadden

Absent: Gordon Stannis

Also Present: Doug Manning, Planning and Zoning Administrator Lynee Wells, Recording Secretary Morgan Coulston.

Approval of Agenda

Ihle introduced the agenda.

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

Approval of Minutes:

Minutes from the October 15, 2024 were reviewed.

A **Motion** was made by Webster to approve the minutes from the October 15, 2024 meeting as presented. Supported by Ground. Motion carried unanimously.

Public Comments:

Ihle opened the floor for Public Comment.

- Joe Milauckas expressed concerns about the proposed lakeshore moratorium, stating he opposed restrictions on smaller projects, such as stair construction.

Ihle closed Public Comment.

New Business: None.

Old Business:

1. Consideration of final site condominium request, Meadow Woods, applicant is Ric and Cathy Gillette, Parcel: 20-275-000-02. Agent: Nederveld

Chuck White from Nederveld provided a historical overview of the project and detailed changes made between the preliminary site condominium plan review and the final version. Wells presented an overview of the project, emphasizing key points from her memo for Planning Commission discussion. Commissioners inquired about the size disparity of Lot 13 compared to other lots, the allowance of accessory buildings, and the open space designation, including the potential for conservation easements.

A **Motion** was made by Webster to approve the final site condominium request for Meadow Woods, submitted by applicants Ric and Cathy Gillette, Parcel: 20-275-000-02, and represented by Nederveld, subject to the recommended conditions outlined in the planner's memo. Supported by Helmrich.

Roll Call Vote:

Yes: Ihle, Ground, Webster, Butler, Helmrich, McFadden

No:

Discussion: None

Motion carried unanimously via roll call vote.

Communications

A. Correspondence: Two on file.

- a. Andrew Milauckas
- b. Doug and Char Manning

B. Commission Comments:

Butler mentioned that he has a copy of Chikaming Township's zoning ordinance on lakeshore conservation and expressed interest in reviewing it with the Planning Commission as part of potential future work on establishing a Lakeshore Overlay District. He also addressed short-term rentals, emphasizing the importance of taking a proactive approach to managing their numbers rather than reacting after issues arise.

Helmrich agreed with Butler's points and discussed the Township Board's November election results, commending Clerk Israels for her professionalism and dedication during the election. He also suggested revisiting the Planning Commission's rules and regulations for potential updates in the future.

C. Township Board Report: Helmrich gave an update from the previous Township Board Meeting; report is on file.

D. Staff Updates:

The Planning Commissioners, along with Wells, discussed the process of establishing a potential Lakeshore Overlay District, which would require implementing a moratorium. Wells provided an overview of the process, emphasizing that the intent of a moratorium would not be to inconvenience residents or halt property improvements but to regulate future developments effectively.

The Commissioners deliberated extensively, highlighting the need to revise the proposed moratorium language to permit repair, replacement, and small-scale projects. They agreed that these adjustments should be made before presenting the recommendation to the Board for further consideration.

Public Comments:

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

Adjourn:

A **Motion** was made by Butler to adjourn at 6:52 PM. Supported by Helmrich. Motion carried unanimously by voice vote.

MOTIONS

1. A **Motion** was made by Butler to approve the agenda as presented. Supported by Ground. Motion carried unanimously.
2. A **Motion** was made by Webster to approve the minutes from the October 15, 2024 meeting as presented. Supported by Ground. Motion carried unanimously.
3. A **Motion** was made by Webster to approve the final site condominium request for Meadow Woods, submitted by applicants Ric and Cathy Gillette, Parcel: 20-275-000-02, and represented by Nederveld, subject to the recommended conditions outlined in the planner's memo. Supported by Helmrich.

Roll Call Vote:

Yes: Ihle, Ground, Webster, Butler, Helmrich, McFadden

No:

Discussion: None

Motion carried unanimously via roll call vote.

4. A **Motion** was made by Butler to adjourn at 6:52 PM. Supported by Helmrich. Motion carried unanimously by voice vote.

Respectfully,

Morgan Coulston, Recording Secretary