



ACME TOWNSHIP PLANNING COMMISSION
ACME TOWNSHIP HALL
6042 Acme Road Williamsburg, MI 49690
July 8, 2024 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

- A. LIMITED PUBLIC COMMENT:** Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator's discretion
- B. APPROVAL OF AGENDA:**
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. SPECIAL PRESENTATIONS:**
- E. RECEIVE AND FILE:**
 - 1. RECEIVE AND FILE**
 - a. Draft unapproved Township Board Meeting Minutes 6.4.2024
- F. APPROVAL OF MINUTES:**
 - a. Approve Draft Planning Commission Meeting Minutes 6.10.2024
- G. CORRESPONDENCE:**
 - 1. Kelley
 - 2. Sayre
- H. PUBLIC HEARINGS:**
 - 1. None
- I. OLD BUSINESS:**
 - 1. SH East Bay Commons North LLC - PD 2021-01 Major Amendment Request
 - 2. Zoning Ordinance Text Amendment(s)
- J. NEW BUSINESS:**
 - 1. Master Plan: 2019 Zoning Plan Analysis, Survey Distribution, Open House
- K. PUBLIC COMMENT & OTHER PC BUSINESS**
 - 1. Planning & Zoning Administrator Report – Lindsey Wolf
 - 2. Township Board Report – Jean Aukerman
 - 3. Parks & Trails Committee Report –

ADJOURN:



ACME TOWNSHIP REGULAR BOARD MEETING

**ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, June 4, 2024, 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.

ROLL CALL: Members present: J. Aukerman, D. Hoxsie, P. Scott, D. Stevens, L. Swanson, D. White

Members excused: A. Jenema

Staff present: L. Wolf, Planning/Zoning Administrator, C. Danca, Recording Secretary

A. LIMITED PUBLIC COMMENT:

Limited Public Comment was opened at 7:00 p.m.

Brian Kelley, Acme resident
Mark Frick, Acme resident
Rachelle Babcock, Acme resident

Limited Public Comment was closed at 7:09 p.m.

B. APPROVAL OF AGENDA:

Hoxsie added Discussion on Sayler Park Boat Ramp to New Business #3; White added Contract with AT & T to New Business #4, Discussion on Ideas for Grants to New Business #5, Discussion on Township Website to New Business #6. Input from Legal Counsel on Pay Questions was added to Old Business #3 and Continued 2024-2025 Budget discussion was moved to Old Business #4. Brian Kelley's correspondence (x 2) was also added to the agenda.

Motion by Aukerman, supported by Stevens, to approve the agenda with the additions of the following: under I. Correspondence, Brian Kelley - 2 items; under J. #3 Sayler Park Boat Launch, #4 AT & T Contract, #5 Ideas for Grants, #6 Website Proposal and under K. Old Business #3 Input from Legal Counsel on Pay Questions, and the former #3 Continued 2024-2025 Budget discussion becomes #4. No discussion. Voice vote. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: 05/14/24 and Special Board meetings 05/22/24

The Board agreed to a change requested by Aukerman under D. Old Business #1 of the 05/22/24 Special Board meeting minutes.

Motion by Aukerman, supported by Scott, to approve the minutes from our 05/22/2024 meeting with the edit as presented and the minutes from 05/14/2024. No discussion. Voice vote. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS:

- a. Clerk – None
- b. Parks – None

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c. **Legal Counsel** –None

d. **Sheriff** – None

e. **County** – Darryl Nelson, Grand Traverse County Commissioner, spoke about the purchase of the camp Greilick property thanking an “Angel donor,” the Grand Traverse County Regional Foundation, the Land Conservancy among others for their efforts. He noted it is not open to the public yet, there will be a public input session in the future and open house(s). Regarding the Pavilions, Nelson credited procedural and leadership changes, staff and administration, for improvements that have occurred. There are approximately 180 patients and in May “it turned a profit.” Stevens complimented the Commission’s role in the Greilick project.

f. **Supervisor** – Supervisor White has been working with engineers regarding the sewer at the former Tom’s/Kmart site and indicated it will be discussed later in the agenda. The Hampshire SAD has come forward again. The public hearing regarding the budget is expected later in June. Discussion occurred about improved responsiveness on the part of the Road Commission and about their standards regarding road improvement when it comes to SAD districts.

g. **Planning and Zoning** – Wolf used the projector to present sections of the Zoning Ordinance providing clarification about parking requirements for the new township building. Acme has maximum not minimum requirements, and the Zoning Administrator has some discretion about standards that apply. The new building could have a maximum of 27 parking spaces without a waiver from the Planning Commission. Currently the site has 18 spaces and there is space for additional parking to be added in the future.

The department has been handling short-term rental complaints. The next PC meeting will be held at Feast of Victory Monday June 10th and will carry over the public hearing from the previous meeting. Survey professional Dr. Cathlyn Sommerfield is expected be present to provide information about the Master Plan survey. They will also discuss open house dates at the meeting. Discussion occurred about barrier free and van accessible parking at the new building.

F. **SPECIAL PRESENTATIONS:** None

G. **CONSENT CALENDAR:**

1. **RECEIVE AND FILE:**

- a. Treasurer’s Report
- b. Clerk’s Revenue/Expenditure Report
- c. Unapproved Planning Commission minutes 05/13/24

2. **APPROVAL:**

1. Accounts Payable Prepaid of \$41,695.52 and NO current to be paid
(Recommend approval: Clerk, L. Swanson)

Motion by Scott, supported by Hoxsie, to approve the Consent Calendar as read. No discussion. Roll call vote. Motion carried unanimously.

H. **ITEMS REMOVED FROM THE CONSENT CALENDAR:** None

I. **CORRESPONDENCE:**

1. Brian Kelley regarding Trustee compensation and vacation
2. Brian Kelley regarding Acme Township Purchase/Procurement policy

J. **PUBLIC HEARING:** None

K. **NEW BUSINESS:**

1. **Discussion of Farmland PDR**

Supervisor White led discussion regarding A Resolution to Adopt Millage Ballot Language for The Purchase of Farmland and Open Space Development Rights in Acme Township (included in packet).

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Discussion included using the amount of 1 mill or .6915 (Headlee Rollback amount), maintenance funding, enforcement, potential future litigation funding, the Conservancy's role, and the current Engle case. Consensus was to let voters decide on the issue of protecting open space and farmland.

Motion by Scott, supported by Hoxsie, to approve Resolution 2024-08 as presented. No discussion. Roll call vote. 5 ayes (Scott, Hoxsie, Swanson, Aukerman, White), 1 nay (Stevens). Motion carried.

2. Discussion on Township maintaining sewer lines to Oak Shore Commons (Former Tom's/Kmart properties)

Per Supervisor White, the engineers (Gosling Czubak) and DPW are supportive of Acme Township accepting the new sewer constructed for the Oak Shore Commons project (correspondence included in packet).

Motion by White, supported by Aukerman, to take it over. No discussion. Voice vote. Motion carried unanimously.

3. Saylor Park Boat Launch

Hoxsie led discussion about raising boat launch fees and improving signage. Tickets will be issued to those found using the boat launch without either a daily or season pass. Daily \$5 passes are available at the boat launch, season passes (currently \$20 for Acme residents and \$40 for nonresidents) can be purchased at the township hall during regular business hours. Multiple tickets have been issued thus far – all have been nonresidents. White requested permission from the Board to approach ProImage for additional signage as requested by the magistrate.

Motion by Scott to approve Supervisor White to get the sign made from Pro Image with the rules requested by the Court that meet our ordinance so that we can enforce it better with the limit of \$750, if more than that come back to the Board. And have it posted accordingly. Discussion occurred about sign placement, replacement if fees change, and type of pass used. **Swanson seconded the motion.** Discussion occurred regarding the sheriff issuing tickets. Aukerman thanked those involved in the effort to enforce fee payment. Consensus was to have a duplicate sign made if the \$750 limit permits. **Roll call vote. Motion carried unanimously.**

4. AT & T Contract

Supervisor White led discussion regarding the 5-year Metro Act Right of Way Permit Extension (included in packet). This is the same agreement as the previous one.

Motion by Stevens, supported by Aukerman, to extend the contract as read. No discussion. Voice vote. Motion carried unanimously.

5. Ideas for Grants

Aukerman provided an update from the previous meeting after having spoken with Commissioner Nelson. If there is a window to apply for remaining ARPA money through the county, it could help cover additional infrastructure costs at the new building. In addition, she spoke to the Board about supporting the pursuit of a Community Foundation grant opportunity and about a 2% grant through the Tribe. Discussion occurred about requesting the amount of \$13,000 and about a possible township contribution in the amount of \$2,000.

Motion by Scott, approved by Stevens, to approve Aukerman the request to go forward with the grant cycle at the number she just spoke of. No discussion. Voice vote. Motion carried unanimously.

6. Website Proposal

Wolf discussed the possibility of new website development. She presented another township's website as an example demonstrating its form and function and reviewed a proposal from the Shumaker

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Technology Group (included in packet). ADA compliance is included in the proposal, as is changing from .org to .gov which is recommended as more secure. Annual hosting services would be less than the current amount and the current contract expires in January 2025. Discussion occurred. Aukerman and Stevens offered to create a list of questions to discuss with Wolf. The Board agreed to review the proposal and discuss it further at the next meeting.

L. OLD BUSINESS:

1. Continued discussion on Hampshire SAD

Supervisor White began discussion that included the following information: he was shown a significantly lower cost estimate from the Road Commission - eliminating the culvert work and having the road width remain the same; Hampshire owners owning about 60% of total Hampshire frontage signed a petition in support of the road project moving forward and submitted it to the township; Supervisor White has been in contact with attorney John Axe; hearing notices will be sent to all Hampshire owners with more information; a public hearing is expected occur at the July 9th board meeting. Discussion occurred about Road Commission standards, and about creating a side-by-side comparison of the old and new proposal. White recommended moving it forward through the process and the Board agreed.

Motion by White, supported by Scott, to have the public hearing on July 9th. No discussion. Voice vote. Motion carried unanimously.

2. Continued discussion on 6100 US 31 S Renovation

A subcommittee consisting of Supervisor White, Jenema and Stevens will meet June 18th. Discussion included review of signage details and an example from Image 360 (included in packet) for refacing the existing exterior sign at the new building. Swanson will get clarification of details including coloring and installation timing for the next meeting.

3. Input from Legal Counsel on Pay Questions

Regarding Trustee pay, prior to adopting the budget, the Board can adjust wages to just a per diem rate for regular board meeting attendance or do a combination of base salary and per diem amount for meeting attendance. Per Supervisor White, Jocks recommended the latter if a change occurs. Discussion occurred regarding those options, special or other meeting attendance/participation, and pay amounts of \$3,000 base salary and \$400 per regular meeting. White will follow up with Jocks regarding questions raised during discussion.

4. Continued discussion on 2024-2025 Budget (handout included in packet)

Supervisor White discussed existing stipends for non-statutory duties. Stipend amounts have remained the same since 2017 (\$3,500 for the Supervisor; \$1,500 for the Clerk). CPI Calculator figures (using the same percentage increase that was applied to township salaries annually since 2017) would put those stipend amounts today at \$4,483.17 for the Supervisor, and \$1,921.36 for the Clerk.

Motion by Scott to move the stipends to these levels as supported by CPI Calculator (\$4,483.17 for Supervisor's extra duties; \$1,921.36 for Clerk's extra duties). Board discussion occurred regarding extra duties, stipend amounts, whether amounts can be increased after the budget hearing, statutory duties, and maintaining a current list of extra duties. Supervisor White proposed doubling the 2017 amounts to \$7,000 for the Supervisor's stipend and \$3,000 for the Clerk's stipend (and \$1,000 for the Treasurer) to compensate for increased extra duties. **Stevens supported the motion. Roll call vote. 5 ayes (Scott, Stevens, Hoxsie, Swanson, Aukerman), 1 nay (White). Motion carried.**

Scott asked Supervisor White to clarify with legal counsel whether the amount can be increased after the public hearing. Supervisor White asked the Board about rounding the numbers up to the nearest ten.

Scott amended his original motion allowing it to be rounded up to the nearest ten-dollar increment, supported by Stevens. No discussion. Roll call vote. 5 ayes (Scott, Stevens, Hoxsie,

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Swanson, Aukerman), 1 nay (White). Motion carried.

PUBLIC COMMENT and OTHER BUSINESS:

Public comment opened at 10:27 p.m.

Charlie Jetter, Republican candidate for County Sheriff
Brian Kelly, Acme resident

Public comment closed at 10:34 p.m.

Motion by Scott, supported by Stevens, to adjourn the meeting. No discussion.

The meeting was adjourned at 10:34 p.m.

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**ACME TOWNSHIP PLANNING COMMISSION
FEAST OF VICTORY LUTHERAN CHURCH
4400 Mt. Hope Road Williamsburg, MI 49690
June 10, 2024 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL: Dan Rosa, Steve Feringa, Jack Challender, Dan VanHouten, Karly Wentzloff, Jean Aukerman, Marcie Timmins

Staff Present: Jeff Jocks, legal counsel; John Iacoangeli, Planner, Beckett & Raeder; Lindsey Wolf, Acme Planning and zoning; Bob Verschaeve, Gosling Czubak, engineer; Cathlyn Sommerfield, CS Research & Consulting, for master plan.

Wentzloff- read a written statement- letter attached.

The PC has added a three minute timer that is easy for the public to see

A. LIMITED PUBLIC COMMENT: Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator’s discretion

Public comment opened at 7:10

Doug Landis- corresponded with the US fish and wildlife services, gave guidelines for mitigating eagle nest disturbances. Asked that construction on the west of the building is curtailed to reduce human disturbance. As well as four other points contained in his written comments.

Brian Kelley- Was thankful public feedback was incorporated in the master plan survey. Concerns with stormwater on the former Kmart property, as well as believing the wetlands and vernal pools should be identified on the plans. Concern with the outlet basin near the vernal ponds. Discussed concerns of the construction affecting the eagles nest. Construction sediment flowing into storm basins.

Rachelle Babcock- Talked about the master plan, should be encouraging the rural characteristic and putting “rural” back into the master plan language. Survey questions should address protection and preservation of natural areas and animal habitat, water quality protections. Doesn’t support bikes with motors on the TART trail. Asked that the new Acme township building has streaming capabilities.

Mark Frick- Asked who would be interrupting the survey data to create the master plan? Would like more public input before the master plan survey questions are finalized. Would like residents to be able to prioritize single family homes in the survey.

Closed at 7:21

**B. APPROVAL OF AGENDA: Motion by Timmins, support by Challender to approve the agenda with the addition of G. 10, G.11, G.12.
Motion carries unanimously.**

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. SPECIAL PRESENTATIONS: Cathlyn Sommerfield, Ph. D. CS Research & Consulting, LLC – Master Plan Survey Process

Wolf introduced Cathlyn Sommerfield she helped with the township survey back in 2013. She will be the person that will conduct the survey analysis and present it to the public when it is ready.

Sommerfield- Has been conducting survey research for 34 years. Has a Phd in industrial organizational psychology with a research emphasis. Will lead the research for the master plan update, will consult on the methodology, analyze all the data as well as prepare the report. Talked about what the survey is and isn’t and why it is important. Important because it’s part of a broader effort to prepare the master plan, getting community input. It’s an opportunity to identify priorities and the level of priorities. The survey is

mainly quantitative although there are allowances for some qualitative input. Because it is quantitative it is data, and can be analyzed in multiple ways. This is a true effort to be unbiased and to be accountable and transparent in this process. Master plan surveys are broad and surveys to cover broad issues. It is not a deep dive, there will be more opportunities in the future to give more detail. She is working to maximize response rates and make sure it is representative of the community. Assures that the data will be analyzed in a non-biased way and she will report it as it is.

Wolf- preferred survey timeline

Sommerfield- Don't want to distribute a survey around any type of holiday. Generally like a 10-14 day turn around with a survey, because this is going out via mail people will have a bit more time with it. We asked that it is returned within the two week time frame. It takes another one to two weeks to complete the analysis and then it will be turned around for reporting.

Wolf- talked about the pilot group, 7 out of 9 have responded. Comments that were added, included rural character being added back into the language, clarified some of the language to make it more straight forward. Thanked everyone for their participation.

Wentzloff-asked if the question on water quality language was changed to clarify environmental water quality vs. water quality in well water?

Wolf- yes it was changed.

Aukerman- What is the goal to get it mailed out?

Sommerfield- Past initial timeline, working on the mailing list right now. Working with Lindsey to come up with a date to mail it out.

Aukerman- If after two weeks time if the survey response is not as good as we would like you may allow another couple of weeks.

Sommerfield- We request surveys to be returned within the two week timeframe but surveys do trickle in that get included.

Aukerman- any methods used to remind people to turn it in?

Sommerfield- You can mail in rounds or mail a reminder postcard. That is not in our plan right now but if we are concerned about the response rate we could do that.

Rosa- How many are you planning to mail out?

Sommerfield- over 3000

Wolf- Every tax payer will get one in the township.

Wentzloff- What if people in a household don't agree?

Wolf- You can request another survey.

E. RECEIVE AND FILE:

1. RECEIVE AND FILE

a. Draft unapproved Township Board Meeting Minutes 5.14.2024

Motion by Timmins, support by Feringa to approve the draft township board minutes from 5/14/24.

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Lisa Swanson, Clerk, within 24 hours of the meeting at 938-1350.

Motion carries unanimously

F. APPROVAL OF MINUTES:

a. Approve Draft Planning Commission Meeting Minutes 5.13.2024

Motion by Aukerman, support by Rosa to approve the draft planning commission meeting minutes from 5/13/24 with the change on pg. 3 of Keevea to Kever.

Motion carries unanimously

G. CORRESPONDENCE:

1. Beckett & Raeder
2. Kelley
3. Kelley -2
4. Kelley -3
5. Kelly - 4
6. Kelley -5
7. Landis
8. Manley
9. Township of Elk Rapids
10. Manley -2 - Wentzloff read into the record, letter included with the packet.
11. Kelley – 6 Wentzloff read into the record, letter included with the packet.
12. Kelley – 7 Wentzloff summarized, letter included with the packet.

H. PUBLIC HEARINGS:

1. SH East Bay Commons North LLC - PD 2021-01 Major Amendment Request
Keever- went over all the changes that were included in the packet for review. Discussed the Study conducted by Voice on the wetlands, also included in the packet for review.
Wentzloff- Bob Verschaeve is here to talk about what is happening with the wetlands and how the review looks from his end.

Verschaeve- after the last meeting there were questions about the wetlands, basins, ponds and so forth. Sent a copy of the plan with highlighted areas to clarify to everyone what the items are. Wetlands are outlined in blue, questions about vernal ponds which are different from the detention ponds. The detention ponds are highlighted. Areas highlighted in red are new areas that will be disturbed. Two inlets on each of the ponds that Strathmore didn't propose to do anything with. Mr. Kelley reminded him of that this evening, Verschaeve reviewed the notes and because they are harder to get to, it would cause more disturbance to the area than it is worth to put forebays into that area. The ordinance doesn't require a forebay if less than 10% of the flow is coming to that area. There are also catch basins in the stream of those pipes that would catch sediment so he didn't have them do any modifications to them. Other modifications are the outlets to the ponds. Current pipes let a lot more water out than the proposed modifications are. Upgrading the north end retention pond to meet the current ordinance standards.

Rosa- on some of the documents areas are listed wetland on one and pond on another, would like clarification on what they actually are.

Asked if the large pond directly behind the old kmart is a settling basin, could it ever go dry or overflow?

Verschaeve- it is a detention basin, which is a stormwater management pond. The upgrades to the outlet structures are designed to manage the rainfall amounts the ordinance requires.

Rosa- question about the drains in the parking lots. Will there be a catch basin in those also to catch sand, salt and other debris?

Verschaeve- correct.

Rosa- Doesn't see anything on the plans that looks like it meets the definition of vernal ponds?

Verschaeve- a Vernal pond is more of a natural occurrence. The wetland on the north end is probably the vernal pond everyone is talking about. They are seasonal, based on spring rainfall, but in July it could be dry. The two stormwater ponds were built when the Kmart and Tom's were built.

Feringa- Would like to have the correct labels put on all the plans, reflecting wetlands, detention basins and so on, so we know what is a man made structure and what are natural features.

Asked about snow storage and how it works when it melts, does it go into the stormwater system?

Verschaeve- The ordinance does have standards for snow storage, it just says snow storage in the detention system shall not displace more than 50% of the available storage volume and not peak drainage into the system. In this case the detention systems are inaccessible for snow storage and it met the standard. If they can store the snow on an area of the pavement that when it melts it gets into the system and runs through the pond then it will be treated through the forebay and catch basins.

Public hearing for SH East Bay Commons North LLC-PD 2021-01 Major amendment request opened at 8:06

Brian Kelley- Talked about stormwater and pushing snow into the wetlands, not through the stormwater systems. Basin never dries out because it is groundwater. Talked about Acme's ordinance being LID and doesn't feel that is being applied on this site. Talked about the sewers in the parking lot are not LID. Talked about the museum not being a guarantee and needing to slow down the process until the museum makes a decision in the fall.

Cindy Smith-Supported comments Dr. Landis' comments about the eagle nest. Not given a clear answer by the developers about disturbing the eagles feels work should wait until after the August 15th date.

James Manely - Thanked the PC for taking the eagles nest into consideration. The community is concerned the nest will be abandoned. Wants to make sure work on the site happens outside of breeding season. Wants to make sure some protections are included to protect the eagles.

Doug Landis- Eagles nest concerns and creating landscape barriers, and not doing the truck turn around. Length eagles use their nest and territory. Need a post construction management plan as well. Talked about protections for the vernal ponds.

Mark Frick- Thinks the Children's museum is a fairy tale, how can we look at this major amendment without some written agreement that the museum will be utilizing the site. Talked about his concern for the eagle's nest.

**Motion by Aukerman, support by Timmins to close the public hearing.
Motion carries unanimously**

I. OLD BUSINESS:

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Lisa Swanson, Clerk, within 24 hours of the meeting at 938-1350.

1. SH East Bay Commons North LLC - PD 2021-01 Major Amendment Request

Iacoangeli- suggested that the PC allow the township team; him, Jeff Jocks and Lindsey Wolf, take a look at the issues that have been addressed and best practices and come back with an outline with all of this information so we can all move ahead making this decision one way or the other.

Wentzloff- Clarifying point, low impact development is not a requirement of the PD plan, but that they have to be contained in the plan if they are there. Also clarified that a decision is not made on a building occupant but the use of the building. On the plan, taking” museum” out of there and putting in, institutional use, may help everyone to think of it that way.

Timmins- questioned the new location of the BATA bus stop

Iacoangeli- talked about what was wrong with it on the last plans and how that is now fine where the new placement with a pull off is.

Timmins- Asked about the locations of the vernal ponds and wetlands and if they are actually on the Kmart property or a neighboring property. Agrees that snow removal should not be pushed into the wooded areas.

Aukerman- wanted to know the limit of people that could be in a 3 or 4 bedroom unit. How do they determine the top number of people that can dwell in a 3 or 4 bedroom.

Keever- There is no minimum or maximum other than firecode. Based on the family size.

Wentzloff- Not answering for the developer, but the code states occupancy is 2 per room plus 1, so if you have a family of 5 you could have 3 kids in 1 room.

Aukerman- Asked that if 4,5 or even 6 friends wanted to go together to save money that would be allowed?

Keever- yes, there are no rental restrictions that are in place.

Aukerman- Remembers 2.5 parking spaces. If you have 6 people with cars sharing an apartment how do you handle the parking spaces?

Calhoun- Referenced Acme’s parking ordinance is a maximum not a minimum. It’s a mixed use shared parking lot with people coming and going. It is an intuitive number that one looks at and goes “I think this is good”.

Aukerman- So it is nothing to worry about?

Calhoun- I like to think so.

Timmins- asked when replacing the forebays in the back if the fence would have to be removed or if they would be working within the fenced area.

Calhoun- they would most likely remove and then replace the fence.

Timmins- asked how far the back of the fence was from the eagles nest?

No one was sure, estimates were given. Would like this clarified for the next meeting.

Timmins- asked about the trees in gray on sheet L1, it says the trees will remain depending on feasibility. Wanted to know if those trees were counted already in the replacement tree plan or if they are not counted is there a plan for replacement?

Keeper- There is an ongoing tree survey for any trees that would need to be removed and then upon completion of the project you work with township staff to make sure your replacement plan does take into accommodation anything that was removed and not replaced per the original plan. It is a work in progress but something that they are tracking.

Wentzloff- asked about the turn around, and if the additional turn around new things were added would the fence essentially just be closer to the pond?

Talked about the original plan and how additional pavement wouldn't be needed because of the types of tenants being pursued. Don't see additional disturbance towards sensitive areas of the site as necessary in terms of safety or anything. It is just to make the project more desirable because of the tenant issue.

Keeper- noted in the original plan there was a turn around on the north end of the parking lot. That was relocated to the newly requested location to allow for more maneuvering. Yes, it is a more user friendly, making the ability to go back in that area easier. Wanting to make that area easier to use for, to still be determined, tenants.

Feringa- labeling of the "museum" building to the tenant. Could have more protections for the eagles nest, buffers created. Where there are minimal trees or shrubs for that visual have that buffer and some of that work is done in the fall. The eagles are active in their nest right now.

Snow storage, double checking where it will be stored to make sure it goes through the stormwater system as it melts.

Canopy added to the north of the building. By building code you are supposed to have a protected entrance whenever there is a door going in and out. Would suggest a caution sign to warn vehicles.

On the site plans need to re-label the ponds and wetlands to what they are, especially the ones that are retention basins. We need good records of this for the future. On one plan on the north end one says pond and one says wetland those need to be labeled correctly and consistently. Wants to verify if there was additional work that was done that wasn't authorized, was there additional dock and exit installed?

Aukerman- Where are the vernal ponds? Are they on this property or are they on the neighbors property?

Verschaeve- talked about the vernal ponds and how they are identified by soils, vegetation and water if all three are present it's a wetland. It would be identified and determined by an environmental scientist.

2. Traverse City Horse Shows – Introduction of Planned Development

Keeper- Asked the PC if they are willing to look at a PD introduced by Horse Shows and look at some of the larger items and look at possible expansion for the future. Knows it will be a continuing process of coming to site plan reviews and making sure they meet all the ordinances.

Iacoangeli-recommends it.

PC is willing to work with Horse Shows on a PD.

3. Master Plan Discussion: Draft Survey (Update); Future Open House Dates

Wolf- Asked for the PC sign off would like to initiate an open house soon after the 4th of July.

PC approved.

4. Zoning Ordinance Text Amendment(s)

Wolf- Put together a list of items in the ordinance that the PC may want to address either in sections or all at one time. Wolf needs to have some further discussions about the definitions and how they tie to things in article 14. Some are simple fixes like typo's some will require more time.

J. NEW BUSINESS:

1. None

K. PUBLIC COMMENT & OTHER PC BUSINESS

public comment opened at 9:02

Mark Frick- Happy the PC listened to the public about the survey. Talked about Strathmore focusing on one tenant, the museum.

Doug Landis- Thanked the township for listening to the public. Asked that the report from Voice not be counted on when it comes to the eagles nest, don't know what information was shared with them. Providing information on organizations to help identify vernal ponds, which are close to the eagles nest. Asked for no major construction until after the eagles breeding season.

Brian Kelley- Thinks an open house at the same time the survey is out is risky. PD has to be compatible with surroundings. Knowing the eagle nest is there they have to comply. Addressed the new truck turn around next to the wetlands. Hopes for more discussion on the survey.

Cindy Smith- Glad to hear from Sommerfield and the scope of her work. Talked about qualitative information vs. quantitative information and analyzing it. Feels the question asked about analysis earlier in the evening was actually how the qualitative information is used and how that will also be married with the quantitative. Wants to know how that information is used to build the master plan. Questions about how to spread the word about the survey to get more public feedback.

Closed at 9:12

1. Planning & Zoning Administrator Report – Lindsey Wolf
Wentzloff- asked the Deepwater Pt. residents to take down the expired signs.
Wolf- Packets will be out before July 4th. Working with the township board about updating the website.
2. Township Board Report – Jean Aukerman- Board is currently working on the budget.
3. Parks & Trails Committee Report – Wolf- met with TART at the last meeting, finalized crossings on the Shores property. The Deep Water connector trail is moving forward.

**ADJOURN: Motion by Aukerman, support by Timmins to adjourn.
Motion carries unanimously**

From: Brian Kelley, Acme resident
To: Acme Planning Commission

June 10, 2024

Re: Images Re: Strathmore PD Major Amendment

Good evening,

Included are various images sent to me by a community member too late for the deadline. They depict 2 additional loading dock bay doors that have apparently been added since approval. An image from 2022 shows only 2 bay doors on the back of the former Kmart. Now there are 4, and one additional entrance.

There are also images of construction materials stored near the eagle nest, curbing that was removed for the proposed truck turn-around, and a google earth image of the existing parking lot configuration.

An image shows branches cut from 2 trees that remain on Shore road. The trees were butchered and no longer provide the screening/buffering intended.

The plan sheets in the packet now note the 6 trees removed near the corner of Shore road. However, a video of the site from US31 apparently shows other trees marked to remain on plans are now gone.

Finally, I wish to remind the PC of my correspondence from last month and the new fence shown around the Kmart basin. It can be found on Sheet C8, in the inset in the upper left corner. The eagle nest tree is only 20 feet from the existing nest. I am including the image.

Thank you, Brian Kelley

This is the state of the back (west) of the Kmart on October 11, 2022, northwest corner. There is one existing walkway/ramp and small double doors at the top.



Same date in Oct 2022, middle of west wall, no doors.



June 2024, new bay door and new entry and stairs. Not found on any plan sheets, former, current, or proposed



October 2022, Southwest section of west wall:



Same date, two old loading bay doors visible at end



June 2024, new door and ramp, not found on any version of plans:



Construction materials stored near the nest, and curbing that has already been removed for additional truck turn-around.



Additional construction materials.



Google earth image showing existing truck turn-around that is intended to service the original loading bays.

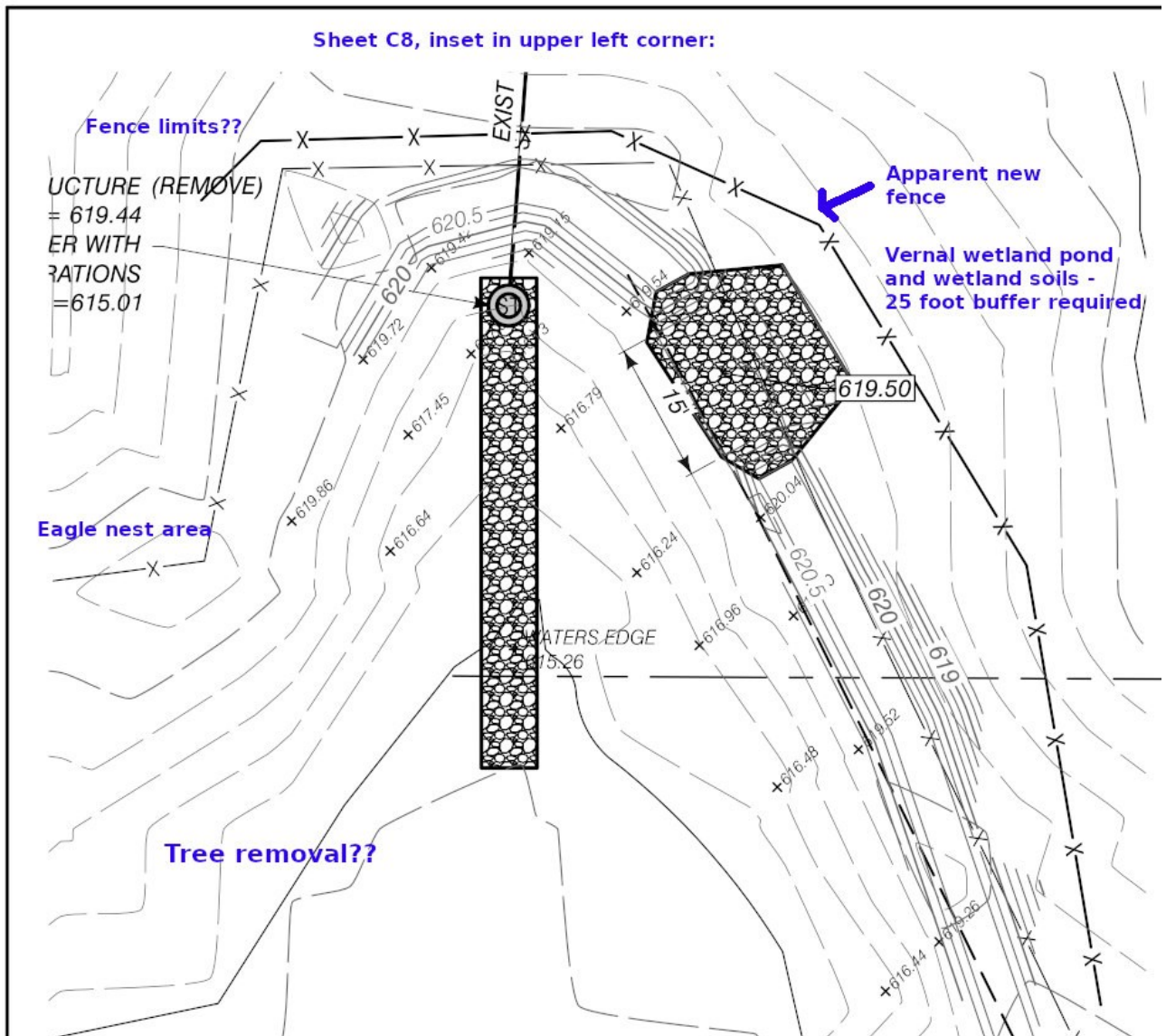


Trees at the corner of Shore and US31 that have been 'butchered'. These are supposed to provide a visual screen and buffer, to benefit both the residents of the development and the general public. Replacing lost trees with small shrubs or trees that will take years to grow is not an adequate remedy.

Most people would rather look at the pine trees that are gone/destroyed.



Inset from Sheet C8, showing new fence outside of existing fence. The eagle nest is only 20 feet from the current fence.



Good idea. I should stop by the township office to get the rules for communication with all the different board members.

It is very difficult to get any questions answered when the residents only have 3 mins of one way communication with you all. Then we have to sit and listen to you talking amongst yourselves....If you all still have unanswered questions from the developer and other outside interests, why wouldn't you expect the residents to have immediate questions too? I had the maximum unit capacity concern 3 months ago! Didn't anyone read all the emails and letters from the residents? Nobody on the township board thought about the number of people we would be adding to the township with 2 huge developments being currently built?

So, how many of each 1,2,3,4 bedroom units have been approved by the board ? Are you planning on setting a maximum capacity restriction on the books now for this and future developments? Doesn't the fire chief have to approve any high density apartment plans?

Thanks,
Patty

Sent from my iPhone

From: [Sarah Keever](#)
To: [Lindsey Wolf](#)
Cc: [Jacob Chappelle](#)
Subject: FW: Oak Shores Commons Project, Acme Township, GTCBRA, 6/24 6PM Info Mtg
Date: Wednesday, June 26, 2024 9:15:33 AM
Importance: High

Lindsey,

We are requesting to table the PD Major Amendment that is currently scheduled for July 8th. We apologize for any inconvenience to the PC and will provide an update to all soon. Please thank the people at Feast of Victory for welcoming us to the community room.

Sincerely,
Sarah Keever

Article	Topic	Page #	Zoning Text
3.1.2	Determination of Use	9	If a proposed use is found not be similar enough -missing language
3.2	Regulated Use Table: Medical Marihauna Grow & Processing	11	Currently a use by right in AG - consider requiring a Special Use Permit, distance from property lines, smells, and lighting have been an ongoing issue
	Childcare Centers	10	Allow child care centers in more districts?
3.3 (B)	Illuminated and Electronic Message Signs	12	Any required opens spaces- misspelling
3.4.1	Agricultural Dimensional Requirements	14	No maximum lot coverage or impervious surface - intentional?
4.3.4 (A 2)	Overlay Districts- Waterfront: Permitted Structures	41	reasonable privater riparian access -misspelling; case by case - missing language (basis)
5.26 (B &D)	Recreational Vehicles	50	D. The Township has no authority to restrict parking on a public street
5.32.3 (B2)	AG & Res Zoning District: Height & Size	55	five (5) - missing language (feet)
6.3 (A)	Non-motorized transportation- frontage sidewalks	67- 68	Requirement of length or parcel for any new development or interior or exterior improvements more than 25% SEV - require sidewalks. PC should be able to waive requirement where it is not practical (located directly/near a trail, sidewalks to nowhere)
6.6	Signs		No mention of real estate signage maximums - temporary signs 60 day maximum -how to enforce?
6.6.5 & 6.6.11	Illuminated and Electronic Message Signs	80 & 86	These two sections conflict - external illumination and electronic message signs allowed in districts that conflict with dark sky AG, SFR, SFN
7.6 (C)	Livestock Auction Yards	97	No setback from neighboring property lines - only right of way and residential zoning district
7.11 (E &G)	Campgrounds		No setback from neighboring property lines - only right of way; does not apply to accessory structure setback
7.13 (E)	Vacation Homes	101	Add shall be limited to operating within detached single-family dwellings - include the word existing before detached single-family
7.17 (F)	Self-Storage Facilities	103	All ingress and egress shall be from a public street- consider including private with parameters
9.6.2	Special Use Permits	139	Conditions approved shall the objectives of outlined in Article 8 - missing language
10.2.9 (B)	Land Development Options	149	forty five (45) day - should read 'days'
10.4.4	Application Submission Procedures	153	those outlined is Article 9 - should read 'in'
10.4.5	Approval, Conditions, and Denial	153	shall follow the procedures in for Approval, Conditions, and Denial in Article 9 - additional language
Article 14	Definition foster family daycare	181	A private home in which fore than four (4) - should read 'more'
	Right of Way	194	Definition includes power lines -remove
	Setback	194	Definitions not clear where setback is from ; easement is not defined
	Street	198	What is a drive lane?
	Definition of easement		Needs to be clearer



Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

To: Acme Township Planning Commission

From: Lindsey Wolf, Planning & Zoning Administrator

Date: June 25, 2024

Re: Zoning Plan: District Revisions since 2019 Master Plan Adoption

What is a zoning plan? The purpose of a zoning plan, as required by the Michigan Planning Enabling Act, is to call attention to changes that need to be made to the current zoning ordinance to bring it into alignment with the adopted master plan. Specifically, the zoning plan looks to show the relationship between the future land use map and the zoning map, and to suggest ordinance revisions to strengthen that relationship.

The purpose of this report is to highlight the zoning amendments that were implemented with adoption of the July 5, 2022, revised zoning text. The zoning district map from 2008 (as amended) and 2022 are also included to visually display the changes to the districts and their boundaries.

Zoning Chart - Specific District Revisions

Existing Zoning Districts	Uses (General)	Setbacks	Lot Size (Minimum)	Proposed Modifications	Proposed Zoning Districts	Status
A-1: Agriculture	Various agricultural and related enterprises including crop, fruit, and livestock production and processing, agritourism, and single-family detached dwellings	FRONT 50' REAR 40' SIDE 25'	5 Acre	Limit conflicts between agricultural and residential uses through increased side and rear setbacks, eliminating the option of density transfer receiving zone, and the continued support of the Purchase of Development Rights program.	AG: Agricultural	Existing district A-1 was amended to AG: Agricultural July 2022. Current rear and site setbacks were not altered and remain at 40' and 25'. The density transfer receiving zone was not eliminated. The future farmland preservation program will be included on the November ballot.
R-1: One Family Forest & Coastal	Single-family detached dwellings on larger lots	FRONT 30' REAR 35' SIDE 20'	1 Acre	Change name of zoning classification to SFR: Single Family Rural	SFR: Single Family Rural	Fully amended in July 2022
R-2: One Family Urban Residential	Single-family detached dwellings	W/Sewer: FRONT 30' REAR 20' SIDE 10' W/Out Sewer: FRONT 30' REAR 30' SIDE 10'	15,000 SF & 20,000 SF (w/out sewer)	Combine with R-3 and rezone to SFN without the form-based code requirements	SFN: Single Family Neighborhood	Area south of the railroad tracks (Holiday Hills area) and north of former K Mart rezoned to SFN in July 2022. Remainder (Resort Property) was rezoned to CF: Corridor Flex.
R-3: Urban Residential	Single-family detached dwellings by right. Duplex and multi-family dwellings through SUP	W/Sewer: FRONT 30' REAR 20' SIDE 10' W/Out Sewer: FRONT 30' REAR 30' SIDE 10'	15,000 SF & 20,000 SF (w/out sewer)	Combine with R-2 and rezone to SFN without the form-based code requirements	SFN: Single Family Neighborhood	Area south of the railroad tracks (Holiday Hills area) and north of former K Mart rezoned to SFN in July 2022. Remainder (Resort Property) was rezoned to CF: Corridor Flex.
R-1MH: Manufactured Home Residential	Mobile home residential units and communities	Same as R-3 except as outlined in Article XII		Rezone parcel at southern terminus of Bates Rd to AG: Agricultural	AG: Agricultural	Fully amended in July 2022

B-3: Planned Shopping Center	Primarily retail planned developments, with limited recreational, civic and automobile services	Front - 20% lot depth (40' - 60')	5 Acre	Delete District. Development pattern can be accomplished by C and CF districts and through the Planned Development option.	Rezone parcel on M-72 to LIW: Light Industrial & Warehousing. Rezone GT Resort & Spa CF: Corridor Flex	Fully amended in July 2022
B-4: Material Processing & Warehousing	Light industrial, storage, warehousing, distribution, wholesale, contractor services, research and development	Side & Rear - 10% lot width (10' - 50')	n/a	Expand district boundaries to include parcel accessed off M-72, north of the railroad tracks that is currently zoned B-3: Planned Shopping Center.	LIW: Light Industrial & Warehousing	Fully amended in July 2022
FBC Regulated Zoning Districts						
SFN: Single Family Neighborhood	Detached single family homes	Front* - 30' Rear - 30' Side - 10'	Lot Width Min - 100'	Rezone area indicated as Mixed Use Village on the FLUM to MHN.	MHN: Mixed Housing Neighborhood	Area remains a mixture of zoning designations: MHN, CF, C, SFN
MHN: Mixed Housing Neighborhood	Single and multi-family housing with a max density of 12 du/acre	Front* - 30' Rear - 30' Side - 10'	Lot Width Min - n/a	Allow limited residential-based commercial uses	MHN: Mixed Housing Neighborhood	Fully amended in July 2022
CS: Corridor Shoreline	Public access to Grand Traverse Bay, single- & multifamily residential	Front* - 30' Rear - 35' Side - 10'	Lot Width Min - 100'	Establish uses consistent with outdoor recreation/ conservation, limiting residential and commercial uses.	CS: Corridor Shoreline	Allowed uses not consistent with intent of the district those include: customary agricultural operations, educational institutions, extractive industries, recycling collection stations
C: Corridor Commercial	Traditional mixed use district with a max density of 14 du/acre	Front* - 20' Rear - 25' Side - 3'	Lot Width Min - 20'	More clearly define allowed uses and circulation standards (vehicle and non-motorized)	CF: Corridor Flexible	Remains C: Corridor Commercial
CF: Corridor Flexible	Traditional mixed use district with a max density of 18 du/acre	Front* - 20' Rear - 5' Side - 5'	Lot Width Min - 20'	More clearly define allowed uses and circulation standards (vehicle and non-motorized)	CF: Corridor Flexible	Fully amended in July 2022. District expanded to include the Grand Traverse Resort campus.

* US-31 / M-72 Business District utilizes a front built-to-line as opposed to a traditional setback

ACME TOWNSHIP

Zoning Districts

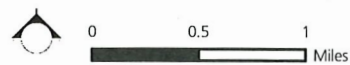
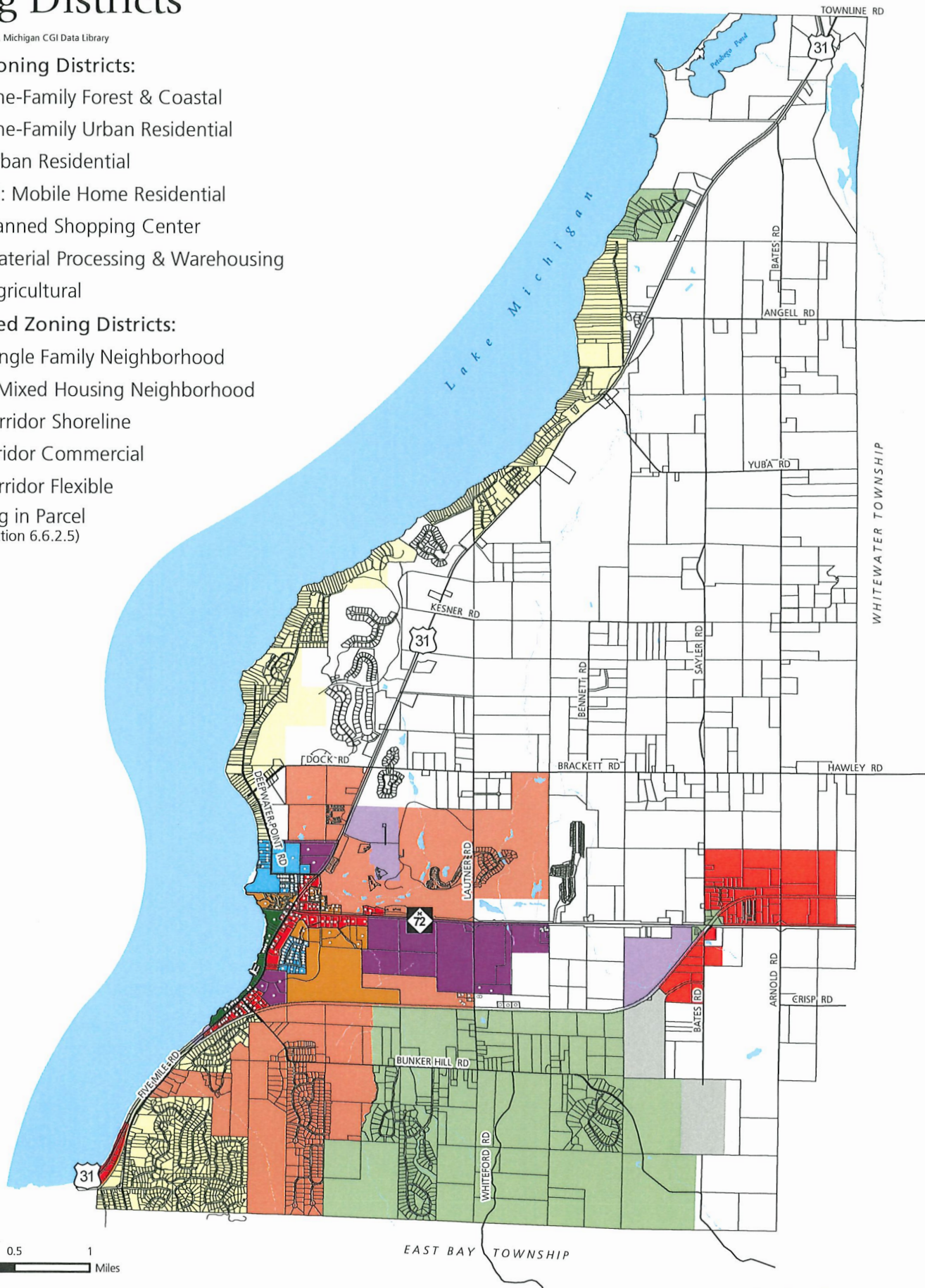
Data Source: Acme Township, Michigan CGI Data Library

Regulated Zoning Districts:

- R-1: One-Family Forest & Coastal
- R-2: One-Family Urban Residential
- R-3: Urban Residential
- R-1MH: Mobile Home Residential
- B-3: Planned Shopping Center
- B-4: Material Processing & Warehousing
- A-1: Agricultural

FBC Regulated Zoning Districts:

- SFN: Single Family Neighborhood
- MHN: Mixed Housing Neighborhood
- CS: Corridor Shoreline
- C: Corridor Commercial
- CF: Corridor Flexible
- Building in Parcel
(refer Section 6.6.2.5)



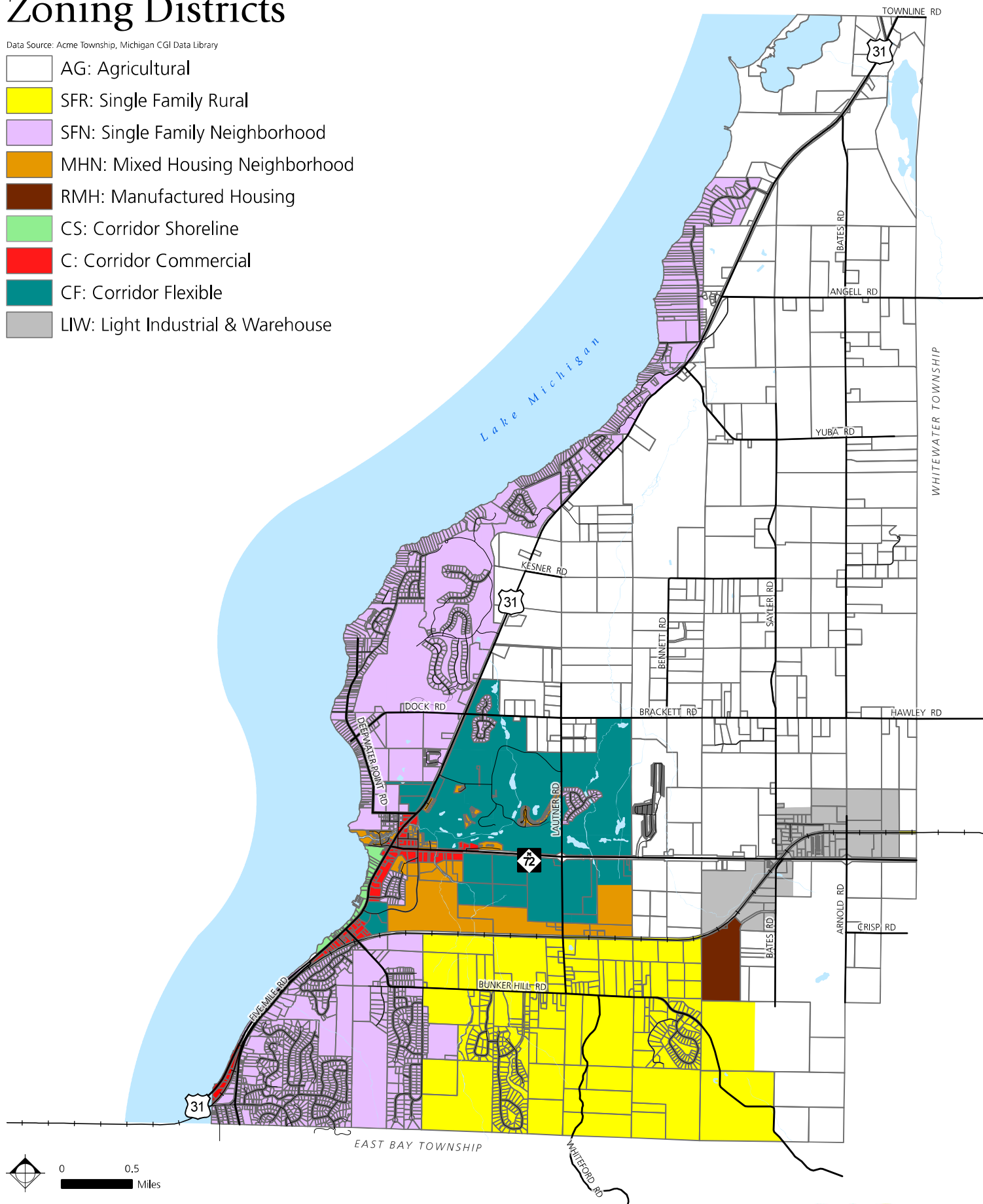
2008-2018 (as amended)

ACME TOWNSHIP - OFFICIAL ZONING MAP

Zoning Districts

Data Source: Acme Township, Michigan CGI Data Library

- AG: Agricultural
- SFR: Single Family Rural
- SFN: Single Family Neighborhood
- MHN: Mixed Housing Neighborhood
- RMH: Manufactured Housing
- CS: Corridor Shoreline
- C: Corridor Commercial
- CF: Corridor Flexible
- LIW: Light Industrial & Warehouse



Effective September 24, 2022