

**Minutes from the  
Almira Township Planning Commission Meeting**

**June 4, 2024**

**6:00 p.m.**

**Call to Order:** Chairperson Ratajczak called the meeting to order at 6:04 p.m. at the Almira Townhall in the Village of Lake Ann.

**Members Present:** Ryan Ratajczak, Kurt Swartz, Shannon Jordan, Melisa Martin, Vince Edwards, Duane Newman, Lori Florip

**Additions/Deletions to Agenda:** None

**Approval of Agenda:** *Motion by Swartz*, supported by Edwards, to approve the agenda as presented. All ayes, no nays, motion passed.

**Approval of Minutes:** *Motion by Jordan*, supported by Edwards, to approve the meeting minutes of May 7, 2024, as presented. All ayes, no nays, motion passed.

**Brief Public Comment:** None

**Zoning Administrator:** Z/A Preston presented her reports with questions being asked. Discussion regarding a possible Research & Education Facility took place. Kate will continue to get more information, concerns about increase traffic load, and what exactly the property would be used for. Ratajczak stated that if any one knows of a Short-Term Rental being advertised or used let Kate know so she can follow up.

**Township Board Representative:** Township Board member Florip stated the Township Board is making progress on ARPA projects, new flush toilets in the park, dog park final plans, and dog park fencing costs.

**Zoning Board of Appeals Representative:** Commissioner Martin stated no meetings have been scheduled.

**Intergovernmental Representative:** Vince Edwards, Lake Ann Village Council member, stated that the cracks in the road have been filled, new asphalt put in front of Lake Ann Grocery, road paint has been refreshed, 120 runners have already signed up for the LA 5K to be held on June 20<sup>th</sup>, street vacating process is underway, the traffic calming signs seem to be helping with speed, and Cherry Capitol Communications will be making a presentation to the Village Council at the next meeting.

**Conflict(s) of Interest:** None

**Guests:** None

**Old Business:** None

**New Business:**

- A. **Public Hearing – Zoning Ordinance Amendments:** *Motion by Swartz*, supported by Edwards, to recess the regular meeting, all ayes, no nays, motion passed. Regular

meeting was recessed at 6:23 p.m. Public Hearing was opened at 6:23 p.m. Chairperson Ratajczak explained what the public hearing was regarding, with no Commissioners' comments at that time. Rick Drewyour was the only public in attendance and he stated that since he had been recently appointed to the ZBA he was attending to get to know what the proposed ZO Amendments were. Chairperson Ratajczak then reviewed each of the Zoning Ordinance sections to be amended with ZA Preston providing comments as needed. Sections reviewed were as follows: Section 1.05; Article III; Section 4.01; Section 4.08; Section 4.09; Section 4.12; Section 4.29; Section 4.30; Article VI; Section 8.03; Section 9.03; Section 9.05. Ratajczak asked for any questions on the proposed amendments. Only question was if the township attorney had reviewed these amendments with the answer being that the attorney had reviewed some of them. *Motion by Edwards*, supported by Jordan, to close the public hearing, all ayes, no nays, motion passed. Public hearing was closed at 6:50 p.m. Regular meeting was reconvened was 6:50 p.m. *Motion by Swartz*, supported by Edwards, to approve the Zoning Ordinance amendments as presented with legal review. All ayes, no nays, motion passed.

**Extended Public Comment:** Drewyour commented on the possible Research & Education Facility.

**Commissioner Comments:** Florip thanked ZA Preston for all her work on the amendments. Newman asked what is coming up next with Preston discussing some ideas. Newman also commented on short-term rentals. Swartz asked about the Advent Church Day Camp audit that was to be done in May. ZA Preston stated that the Advent Church had reached out to her to have the audit done in June once they had more items in place for review.

**Chair Comments:** Ratajczak requested that Newman research short-term rental policies, fees, etc. for areas around Crystal Lake, Torch Lake, and Houghton Lake for starters. Ryan also thanked Kate and the Commissioners for their work over the last several months.

**Adjourn:** Chairperson Ratajczak adjourned the meeting at 7:10 p.m.

Mary Dort, Recording Secretary