

Norwood Township Agenda
April 17, 2023 7:00 pm
Norwood Township Hall
00640 Lakeshore Dr.

Topic: April 2023 Board of Trustees
Time: Apr 17, 2023 07:00 PM America/Detroit

Join Zoom Meeting

<https://us06web.zoom.us/j/84381928129?pwd=SHVJYmZzcWZSeHNQdXBFVlAwc1FsQT09>

Meeting ID: 843 8192 8129

Passcode: 617692

Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes – March 20, 2023 Board Meeting

Approval of Agenda

Supervisor Report

Treasurer Report

Fund Balances as of 3/31/2023: ALL TBA

General	\$	(Including Performance Bond of 12,000)
Road	\$	
CD Road	\$	TOTAL Road Fund \$
Fire	\$	
CD Fire	\$	TOTAL Fire Fund \$
ARP	\$	
Phragmites	\$	(incl. \$1055 for F. Hamilton)
Tax Fund	\$	

Clerk Report Preapproved: \$ 338.56 (GLE/Truestream)
 Unapproved: \$ TBA
 TOTAL: \$ TBA

Trustees Report

Zoning Administrator Report-Online

Old Business: Recreation Plan Public Hearing
 Setback Amendment
 Road Millage

New Business: 23/24 Budget

Correspondence/Announcements

Public Comment – Individuals wishing to speak under Public Comment need to state name and where they live – Thank you!

Adjournment

Norwood Township Board of Trustees Meeting
Draft Minutes
Monday March 20, 2023
Norwood Township Hal

Call to Order – Meeting called to order at 7:00 P.M. by Township Supervisor, Ben Freds.

Pledge of Allegiance – by all present

Roll Call – Pirie-present, Brenda Freds-present, Ben Freds-present, Smolenyak-present, Warner-present.

Approval of January 16, 2023, Meeting Minutes, MM by Warner to approve minutes as presented, 2nd by Pirie. Motion carried to approval 5-0.

Approval of Agenda – MM by Warner to approve Agenda as presented, 2nd by Pirie. Smolenyak asked to add Bank Account Safety Investment Policy to New Business. Amended MM by Warner, 2nd by Brenda Freds. Motion carried to approval as amended 5-0.

Supervisor's Report – Supervisor Ben Freds reported on the following:

- Spoke to Jim Kolka regarding the Township Park Clean Up and would like to do it possibly the weekend before Memorial Day. A date will be decided and posted on the website. Contact Supervisor or Jim Kolka if interested in volunteering.
- Board of Review met on March 13th and 14th. There were seven property tax reviews. There has been a 5% increase overall.
- Met with Clipperview residents regarding enforcement and how enforcement will be handled. Trying to get complaint form online in order to have the form submit automatically to ZA and Enforcement Officer.
- Met Charlevoix County Road Commission to discuss how to approach road millage. There is \$15,000 in funds available for a two year period, \$30,000 in total for each Township. This does not carry over after the two-year period. Would like to get new road fund millage on ballot as soon as possible. Further discussion later on the agenda.
- Received quote from Great Lake Energy for streetlight at Richardson Road and US 31. Quote came in at \$23,000. This is due to what it will take to get the line ran to the road. Will be in contact with Banks Township to ask to share cost. Charlevoix County Road Commission will pay half of Norwood Township's cost.
- Received email from Senator Gary Peter's office notifying township that there are grants available for EV chargers for the township. This will be placed on April Agenda.

Treasurer's Report –

Fund Balances:	as of 2/28/2023:	General:	\$271,415.32 (includes bond)
		Road:	45,557.21
		CD Road:	100,000.00
		Total Road Fund:	\$145,557.21
		Fire:	43,328.28
		CD Fire:	30,000.00
		Total Fire Fund	\$ 73,328.28
		ARP:	75,087.36
		Phragmites:	7,931.03
		(includes \$1,055 for Frank Hamilton fund)	
		Tax Fund:	73,575.40

Smolenyak reported on the following:

- CD's are at Huntington Bank
- Taxes are all settled with the County
- Paying the State for IFT which is \$11,000
- Report for Assessor complete
- Treasurer will be gone for three weeks but will be back for the April meeting

Clerk's Report –

Clerk stated she paid all February bills that were approved at the January 16, 2023, meeting. March bills are as follows:

Preapproved:	\$	340.00 (GLE/Truestream)
Unapproved:	\$	13,071.13
Totals:	\$	13,411.13

MM by Warner to approve Clerk's Report and pay bills, 2nd by Pirie. Motion carried to approval 5-0.

Trustee's Report –

Warner reported on the following:

- Planning Commission Meeting of March 13, 2023, completed the Parks and Recreation Plan that is now to be reviewed by the Township Board and will need to have a Public Hearing to pass. ZA has received interest in a possible campground from the Parsons.

Pirie had nothing to report.

Old Business – None

New Business-

Investment Policy Resolution –

Smolenyak stated that the Investment Policy Resolution from August 21, 2017, showed investments at Charlevoix State Bank and VanGuard. She stated she would like Huntington Bank and Horizon Bank and remove VanGuard.

MM by Warner to amend Investment Resolution from August 21, 2017, to add Huntington Bank, Horizon Bank and remove VanGuard, 2nd by Pirie. Roll call vote: Pirie-aye, Brenda Freds-aye, Ben Freds-aye, Lynn Smolenyak-aye, Warner-aye. Motion carried to approval 5-0.

Bank Account Safety -

Smolenyak reported that the Resolution gives Norwood Township minimum standards as to where Township money can be held or invested. Discussion regarding Charlevoix State Bank and that the Township Board feels they are an acceptable bank and not concerned that they hold most of the Township's funds. Treasurer stated there have been discussions with the bank President and Chairman of the Board and they assured her and Trustee Pirie that the bank is in good financial standing.

Parks & Recreation Plan –

Supervisor stated the Board has not received the final copy of the Parks and Recreation Plan yet. Jones notified Freds that there were a few items that needed to be added by PC Member Dotson before the ZA could complete the final copy. Freds stated if the Board gets a copy of plan a Public Hearing can be set for the April meeting.

MM by Warner to hold a Public Hearing for the Parks and Recreation Plan at the April 17, 2023, Township Board Meeting, 2nd by Smolenyak. Motion carried to approval 5-0.

Final draft will be posted on the Township Website as soon as possible for the public to view.

Road Millage –

Supervisor Freds said the items discussed at the meeting with the Charlevoix County Road Commission (CCRC) were regarding crack sealing and the CCRC will match funds up to \$15,000 per year up to two years so \$30,000 total but this amount resets every two years and does not carry over. Supervisor asked Bill Gnodtke to give his concerns about CCRC funding. Gnodtke stated he feels the smaller townships are penalized. Further discussion on the strategies to increase the road millage and possible verbiage for the ballot language. There need to be a road plan or goals and a possible Township Road Committee should be formed. There is concern that if the road millage increase is put on the same ballot as other millage requests it may be overshadowed. The request will need to be at least 2 mils for a ten-year period. The current millage ends on December 31, 2023. Further discussion on the roads that need to be fixed which include Beatty, Warner, Whitmere and Gennett. The Road Committee will need to sell the facts to the residents on why a millage should be passed. Possible funds from the County delinquent tax fund as the township had participated in before when the last road work was done.

Further discussion that a special election may need to be put into place but there was concern on the cost of a special election. Also, discussion that the ARA funds could possible be used for the cost of the roads or the special election for the road millage. The ARA funds need to be committed by December 31, 2024, and used by December 31, 2026. There will be an Action Item on the April Agenda to put a Road Committee together in order to make a plan for goals and raising awareness and working with CCRC for cost estimates. Trustees all agreed they would like the money that is available to stay in the Township.

Setback Amendment –

Supervisor said he understands the County Planning Commission has reviewed the Setback amendment but has not seen their comments, so he asked to table to the April 19, 2023 Board Meeting for review.

Boss Lawn & Landscape Work Authorization –

Clerk distributed quotes for different jobs Boss is offering. The Board agreed to the Spring and Fall Clean up at \$60/hour, Leaf & Stick cleanup at \$25/load, Cemetery and Park Mowing at \$60/week. Exterior pest control at \$60/hour.

MM by Warner to approve the Spring/Fall Clean up, Leaf & Stick cleanup, Mowing and pest control, 2nd by Pirie. Motion carried to approval 5-0.

Correspondence/Announcements-

Clerk stated she and Supervisor will be gone March 24, 2023, until April 31, 2023 and Treasurer will be gone March 22, 2023 through April 15, 2023.

Public Comment-

Christopher “Kit” Tholen, New Charlevoix County Prosecuting Attorney, introduced himself. He said he was appointed by Judge Hayes to take over for Alan Telgenhoff who has retired.

Scott Hankins, Charlevoix County Commissioner and Chairman of the County Commission, stated the County is happy to have Kit and says that he comes highly recommended. Hankins reported there are three new Commissioners. He said they are working on the Shirley Roloff Center, have made request for the City of Charlevoix and County to annex, there will be meetings in August to prioritize county facilities and how funds are going to be distributed. He said they want to make sure there is a good set of priorities for tax dollars. Hankins also reported that the CCE 911 System needs to be updated. He said that CCE had signed a deal with Teletech, but they have not delivered so they are working on getting a new vendor.

Supervisor asked Attorney Tholen about enforcement of Short-Term Rentals and he stated that the Township can contract with the Sheriff’s Department to help enforce STR’s.

Gnodtke asked the Board to be aware of the cost of items requested from the Parks and Recreation Plan and asked that a copy be sent to him. He also said he will help with the park clean up and hopes it can all be done by volunteers.

Meeting Adjourned at p.m.

Submitted by Shari M. Jones, Recording Secretary

NORWOOD TOWNSHIP

Parks and Recreation Plan 2023-2028



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ACKNOWLEDGEMENTS

Planning Commission

David Kolka, Chair
David Vermeesch, Vice Chair
Trevor Dotson
Alec Amstutz
Doug Warner, Township Board Rep

Township Board

Ben Freds, Supervisor
Brenda Freds, Clerk
Lynn Smolenyak, Treasurer
Doug Warner, Trustee
Mark Pirie, Trustee

Township Staff

Shari Jones, Recording Secretary/Deputy Clerk
Leslie Meyers, Planner/Zoning Administrator

INTRODUCTION AND PURPOSE

This plan is an update for the Norwood Township Parks and Recreation Plan that expired in 2022. This plan examines the recreational needs of the citizens. Many part-time residents and visitors are drawn to the community on weekends for seasonal recreation that includes Lake Michigan, area summer and winter sports, cycling and most recently, agriculture.

This plan was prepared to conform to the Michigan Department of Great Lakes, Michigan Department of Natural Resources (EGLE) guidelines for community recreation plans. To be eligible to apply for Land and Water Conservation Fund, Michigan Natural Resources Trust Fund and Waterways grants, a community must have an approved five-year plan on file with the DNR by Feb. 1 of the year they intend to apply or provide or submit a capital improvement plan with their application.

In addition to maintaining grant eligibility, there are several other reasons for having an up-to-date recreation plan including:

- Establishing short and long-term goals that reflect input from residents and realistic expectations for the Township Officials;
- Analyzing current facilities and determining future use needs and/or improvements; and
- Establishing budgetary priorities.

This plan will remain valid for five years from the date of adoption, however, the Plan may be updated as needed.

COMMUNITY DESCRIPTION

Norwood Township is located in Northwest Michigan in Charlevoix County and contains just over 24 square miles that includes 7+ miles of Lake Michigan shoreline. It is bordered on the west by Lake Michigan, Marion Township to the east, Charlevoix Township to the north and Antrim County's Banks Township to the south. Each of these neighboring entities have their own recreation plans.

The unincorporated village of Norwood is in the southwest corner. US-31, a major north-south state arterial, bisects the entire Township.

Norwood village lies on a bluff overlooking the mouth of Lake Michigan's Grand Traverse Bay. The bay itself got its name from its relative location to the Township. Before the lumbermen— perhaps for thousands of years— Native Americans launched canoes from this shore to reach the peninsula on the western horizon. They called it the "Great Crossing." Early French traders here translated the daring seven-mile paddle as "le Grande Traverse."

Norwood got its start in 1867 when Orvis Wood, Lucius Pearl and Orwin Adams built a massive lumber shipping dock and sawmill on the Grand Traverse Bay shore. From 1867 until the turn of the century, millions of board feet of hardwood were loaded onto schooners and steamers bound for growing urban Lake Michigan ports. Much of the Norwood timber sailed to rebuild Chicago after the disastrous fire of 1871.



By 1890 Norwood reached its population peak of 400. However, the sawmill burned in 1901 amidst a declining industry, and the port never recovered. Norwood remained a farming community, as well as a north woods summer destination for Chicagoans and others. Vacationers continued to come by steamship, and in 1915 by automobile via the new West Michigan Pike. The original 1915 auto pike still connects the village to main roads, which we know as Old Dixie Highway today.

Many examples of nineteenth century architecture are found throughout the community, establishing historic context and identity. There are many period original homes and three community buildings. The 1890's schoolhouse, Methodist Church and the

Historic Township Hall remain today. Visitors to Norwood identify the community as a maritime village similar to those found in New England.

Community Survey Estimates

The 2020 US Census figures show the population of the Township at the 700 residents. The population 18 years of age and under is identified at 138 or 20% of the total. The population of elderly persons, 60 years of age and over is 321, or 46%. These age cohorts are important to remember because they are typically the ones that benefit from recreation programming and the ones most likely to benefit from universally designed facilities.

The vast majority of workers in the Township commute by themselves to jobs outside the community. However 17.5% of workers do so from home and we expect that number to grow as the COVID-19 Pandemic has changed work patterns and requirements.

The top three industries for residents' employment are:

1. Educational services, and health care and social assistance;
2. Manufacturing; and
3. Arts, entertainment, and recreation, and accommodation and food services.

Norwood Township is pursuing high quality recreational opportunities for full and part-time residents and visitors. We want appropriate opportunities to develop, expand and/or improve the recreational facilities as such opportunities and financial resources become available. Norwood Township wants to maintain existing facilities first before developing additional capital-intensive projects. As a recreation service provider, the Township recognizes that more than two thirds of its population will benefit from expanded recreation programming and will actively promote partnerships with other communities and entities as they materialize.

Detailed demographic information can be found in the 2022 Norwood Township Master Plan update.

ADMINISTRATIVE STRUCTURE AND FUNDING

The Norwood Township Parks and Recreation Commission was created in 1983. The first 15 years of their work focused on the Norwood Township Park. The Commission also collaborated with the MDNR – Michigan Department of Natural Resources (now known as the Department of Environment, Great Lakes and Energy – EGLE) on ideas for the Fisherman’s Island State Park in the northwest portion of the Township. The Parks and Recreation Commission was an advisory board to the Norwood Township Board.

In 1998, the committee became inactive, and all parks and recreation responsibilities were transferred to the Township Board. At that time the park budget was autonomous in the Township Budget. Since then, the responsibility remains with the Township Officials, and includes recreational policy, administration and funding.

In 2009, under the direction of the Township Board, an ad-hoc group was formed to carry out maintenance on the Township Park. They utilize resident volunteers, resources such as AmeriCorps when available, and contract help to fill any shortcomings. Their work is vital to the park.

The Township Board directed the Planning Commission to update this plan with the assistance of staff in late Spring of 2015. A resolution by the Township Board, after a public hearing is required for adoption. The Planning Commission has once again been tasked with the update for 2023.

The Township budgets yearly for the maintenance that it feels is necessary to the Township recreational activities, mostly at the Township Park, rarely for other activities past that. The Township Park is the only water/beach access under control of the Township and ways to improve that access are an ongoing part of recreation planning in the community.

In 2011, Norwood Township received a Recreation Passport Grant from the MDNR. The program was created in 2010 by Public Act 32 and is funded with 10% of the revenue generated via the Recreation Passport which replaced the motor vehicle permit system. The grant totaled \$26,000 with an additional match of \$8800 coming from local donations and township general fund appropriations. The improvements were completed in 2014 with the bulk of the funding going toward the vault toilet.

The Township's budget for park improvements and maintenance is very limited with an average of \$1500 directed to contract maintenance services and \$1500 in improvements each year. For fiscal year 2022-2023, \$8800 is budgeted.

PARK AND RECREATION AREA INVENTORY

Norwood Township Park

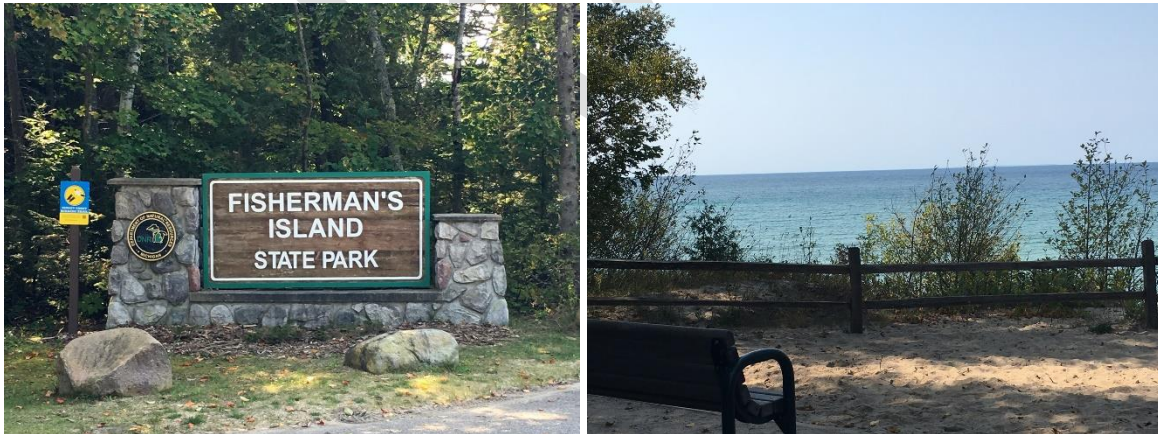
Located at the end of Lake Street, the Park offers 1500 feet of Lake Michigan frontage, 8 acres of land, vault toilets, picnic tables and barbeque grills. The park serves residents and visitors alike.



Norwood Township Park

Fisherman's Island State Park

With over 6 miles of Lake Michigan frontage, the Park also boasts 2678 acres, 80 rustic campsites and draws visitors from all over the state and region. A portion of the Park is located in Charlevoix Township.



A number of unmarked historic sites including those of the woodland Indians (4000 BC) and Archaic people (1200 BC) are present at Fisherman's Island State Park. During the summer months, Woodland Tribes would travel to the Chert Quarries, set up camp and make stone tools, utensils and weapons.

Fisherman's Island and the adjacent mainland became a Michigan State Park in 1973. The area is still referred to as Bell 's Bay Park by locals.

US 31 Roadside Park

The State of Michigan no longer identifies the rest area as an asset on any roadside park maps. Approximately a half acre in size, the area is serviced by a dirt drive and offers rustic respite for travelers passing through the region. Currently the park is maintained by the Charlevoix County Road Commission.



1890's Historical Village

The village area is comprised of the Township Hall, Norwood Church and the School (owned by the Norwood Area Historical Society), and dozens of residential homes and cottages. The Village Area is primarily used by residents as a place of worship, for elections and celebrations.



1890's Schoolhouse



Norwood Church

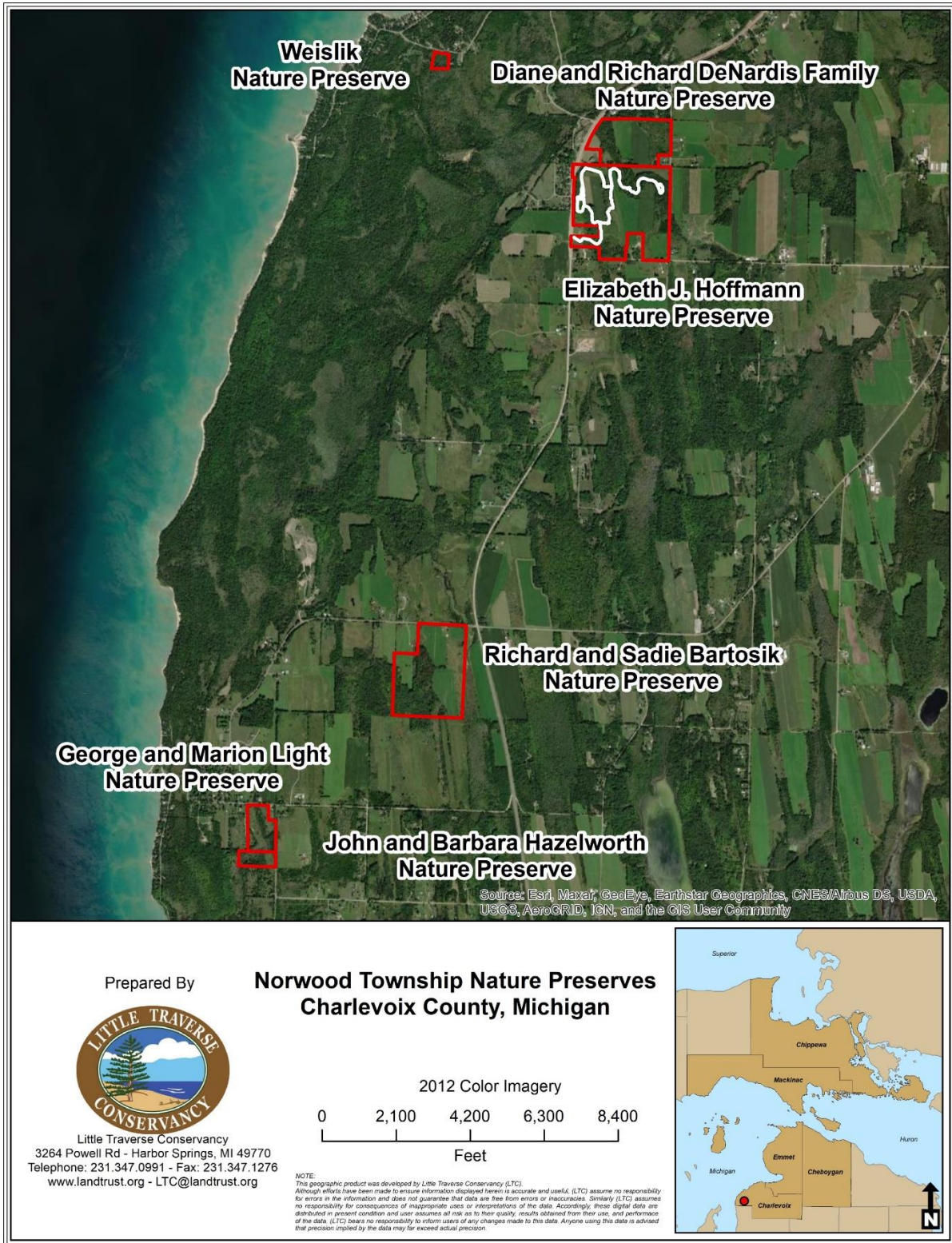


Historic Township Hall

The Norwood Area Historical Society, a nonprofit 501 (c)(3), was organized in 2000. Their mission is to preserve and maintain the 1890 Schoolhouse and to collect, catalog and preserve information and artifacts pertaining to the people and community life of the Norwood area. The Society strives to promote interest and knowledge of Norwood area history through annual programs and events. The Society aims to preserve other historical landmarks through partnerships with the Township.

Land Conservancy Nature Preserves

With assistance from the Little Traverse Conservancy six parcels totaling 355 acres have been preserved throughout the Township. While all are open to the public, only the DeNardis/Hoffman has formalized activities at this time. A nearly three-mile trail loop winds through old orchards, farm fields, alongside Inwood Creek, through woods, and atop a hill offering Lake Michigan views. Conveniently located off of US-31, the preserve is also found next door to the Bier's Inwood Brewery and Art Gallery making it an extra fun destination.

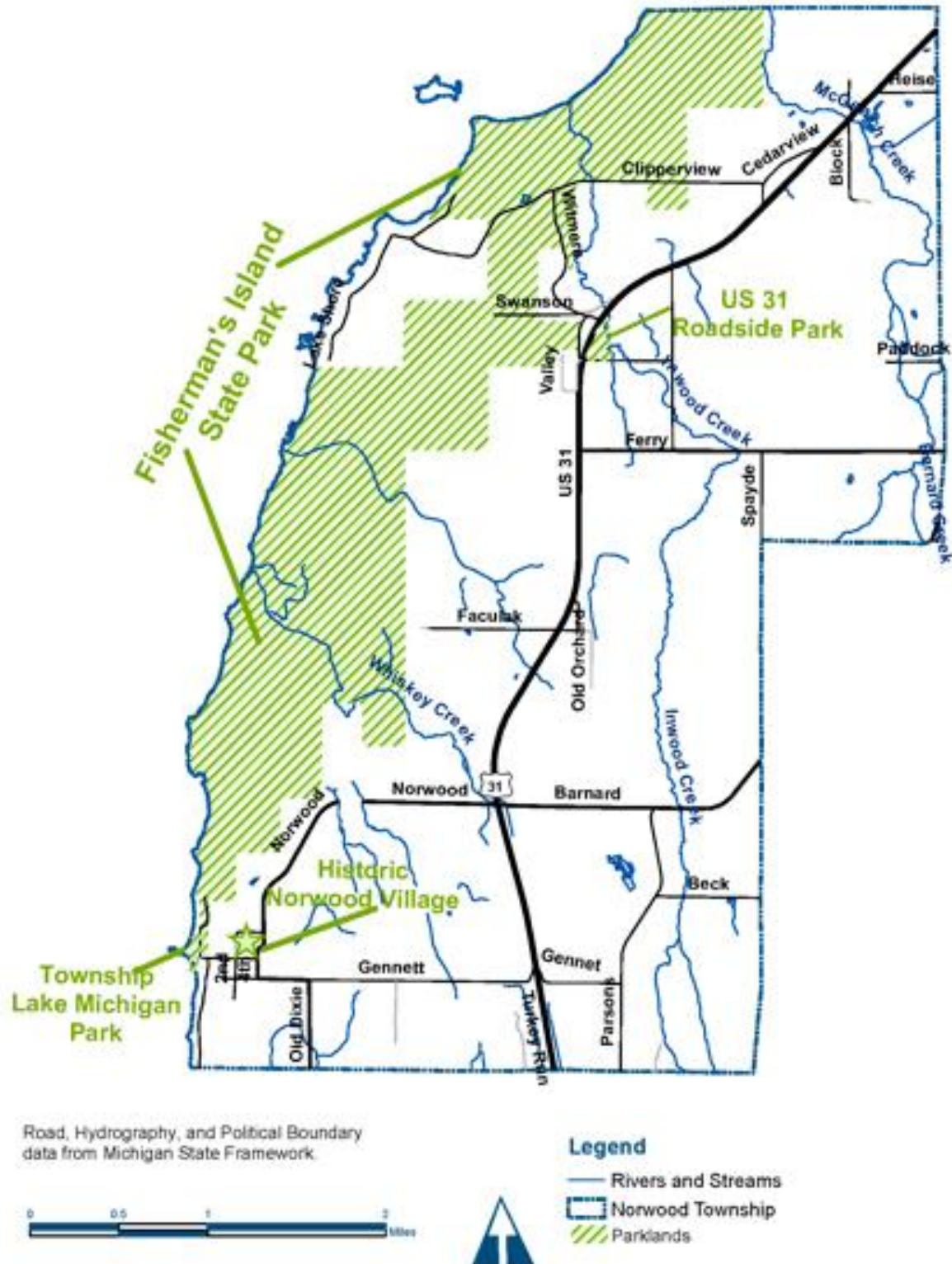


Other Facilities

Other recreational facilities and activities utilized by local residents are administered both formally and informally by organizations serving multiple jurisdictions. Norwood Township is located within the Charlevoix School District, making most of that district's recreational facilities and activities available to Township residents. Township youth may also participate in non-school related recreation organizations such as 4-H, little league, baseball, softball and soccer, and Pop Warner football. Most of these activities are organized and the venues where they are played are outside the Township. Area young people are also involved in scouting which allows and encourages community interaction.

Invasive species should also be mentioned with respect to Parks and Recreation. NW Michigan is constantly threatened by invasive species introduced, in part, by visitors recreating in the area. Norwood Township, in conjunction with the Tip of the Mitt Watershed Council, continues to monitor and educate all about invasive threats. Committed waterfront property owners participated in a special assessment district to control an outbreak of Phragmites beginning in 2009. Each fall, any identified Phragmites growth is addressed by treatment.

PARKS MAP



DESCRIPTION OF THE PLANNING AND PUBLIC INPUT PROCESS

The Norwood Township Planning Commission, along with the Township Board has ongoing dialogue regarding our parks and recreation activities. Future planning programming will benefit all ages within the Township population. Additionally, developing facilities and programming will draw visitors to the Township that will benefit agritourism in the community. Public input from the Master Plan survey is the key source of feedback for this Recreation Plan process.

Key Stakeholders Involved in the Process

Township Residents were the key stakeholders involved and consideration of their input was gathered during the survey for the 2022 Master Plan update as well as the information gathered in 2014. The survey was publicized on the website and sent to all residents via a Community Flyer.

The Township Board and Planning Commission provided input and direction on various aspects of the Master Plan. They also provided recreational inventories and review process, along with budget information. Township stakeholders had multiple opportunities to answer survey questions and to participate in the community master planning process.

2022 Master Plan Survey Questions and Answers Related to Parks and Recreation

The Township incorporated several parks and recreation questions into a resident survey that was part of the public involvement process in their 2022 Master Plan. There were 120 total responses to the survey with three questions related to Parks and Recreation in addition to the seven included in 2014.

- The first question asked respondents what types of recreational resources are most important for the Township to work on improving. Nature preserves/conservancies received 55.56%, Nonmotorized trails 50.43, Beaches/waterfront access, 45.30% Recreation/community open space 18.80%, and Youth recreation 9.4%.
- Question 2 was in relation to nonmotorized trails. 63% of those surveyed supported expanding nonmotorized trails.
- Question 3 asked about should focus be on expanding existing opportunities and improving existing parks or creating and acquiring new ones. 82% felt that we should focus on what is currently in place.

2014 information is included in appendix of this document and includes:

- Do they considered the Township's natural resources to be community assets? Nearly 100% supported the statement.
- Do you support enacting special measures to protect those natural resources? Nearly 85% supported regulations.
- How many times the respondents used the Township Park on Lake Michigan. 71 % of respondents indicated they had used the Township Park within the last year.
- Would you support improvements to the Township's Park? While 71% of those respondents indicated they would with 72% of those in favor would prefer that resources other than increased property taxes or special assessment funds.
- What improvements respondents would like to see at the Township Park. Answers

ranged from a pavilion or picnic shelter, improving boardwalk access to the beach, dune preservation, trash and recycling service and a children's play structure.

Additionally, general characteristics of the respondents and their perceptions of the community include that seventy-five percent of the respondents are year-round residents and have lived in the Township for more than ten years. By far the majority of respondents were over 45 years old. The majority of respondents stated they live in Norwood Township due to the rural atmosphere, country living, peacefulness/privacy and scenic views. Nearly 99% of respondents consider the Township's natural resources (beach, park, scenic views, open space, lakes, rivers, streams, woodlots, wetlands, water recharge areas) to be an asset to the community. They believe these resources should be protected with appropriate regulations. 71% of survey respondents believe Norwood Village is valuable and should be protected.

There are funding resources available to acquire parkland, preserve open spaces and farmland, and develop recreation improvements. Although the Township residents indicated they are not in favor of increased taxes for parks and recreation, there are still options for raising funds to provide required matches for different funding resources. The Township should explore one-time special assessments, crowdfunding, challenge grants, partnerships with land conservancies, and state/Federal grant opportunities to increase recreation lands and develop the existing Township Park.

GOALS AND ACTIONS

1. Require that development of recreation amenities follow a design style and plan that preserves the Township's unique 'up-north' rural character making it an attractive destination for year-round and summer residents.
 - a. Develop a long-term park layout plan for the Township Park with community input that includes:
 - i. Pavilion or Gazebo;
 - ii. Handicap Accessibility to Grand Traverse Bay;
 - iii. Overlook Points;
 - iv. Boardwalks, Walkways and Trails; and
 - v. Handicap Accessible Park Furniture.This plan will be prepared for consideration in granting applications.
 - b. Utilize volunteer efforts to the maximum possible to support ongoing maintenance.
 - c. Clear/manage brush; develop plantings of native species that are attractive and easily maintained.
 - d. Provide freshwater pump access at the Township Park.
 - e. Provide trails/foot paths within the Norwood Township Park and adjacent Township Property.
2. Accommodate regional planning efforts for the proposed Nakwema Trail aka the Traverse City to Charlevoix Trail.
 - a. Plan for a trailhead with amenities like wayfinding and historical markers.
 - b. Work with the Charlevoix County Parks Committee and other State Resources to seek grant funding.
3. Promote Norwood's Historical Buildings and Sites throughout the Township.
 - a. Incorporate interpretive opportunities throughout the Township.
 - b. Work with the Norwood Area Historical Society and other resources to seek grant funding.
4. Encourage the addition of conservancy lands, open space preservation easements, and farmland preservation easements in appropriate areas consistent with the Master Plan.
 - a. Work with Little Traverse Conservancy and the various state departments to fund easement and real estate acquisitions.
5. Promote the various opportunities available for preservation to residents as appropriate (i.e. on the website, in bi-annual tax billing, etc.).
6. Consider reinstating a Parks and Recreation Committee for organized community assistance with maintenance, grant applications and development.

ACTION PROGRAM

Element	Action	Measurement	Lead/Coordination	Priority
Require that development of recreation amenities follow a design style and plan that preserves the Township's unique 'up-north' rural character making it an attractive destination for year-round and summer residents.	Develop a long-term park layout plan that includes handicapped accessible for the Township Park with community input that includes a Gazebo, handicap accessibility and mobi-mats. The plan will allow for submittal for a MDNR Trust Fund Development Grant.	Completed park layout plan	Planner/PC, TB, Parks Committee	High
	Seek community-effort means (not tax dollars) for supporting ongoing maintenance.	Ongoing volunteer hours	TB/Parks Committee	Medium
	Clear/manage brush; develop plantings of native species that are attractive and easily maintained.	Ongoing volunteer hours	TB/Parks Committee	Low
	At the Township Park consider fresh water pump access.	Completed park layout plan	Planner/PC, TB, Parks Committee	Medium
	Provide trails/foot paths within the Norwood Township Park and adjacent Township Property.	Completed park layout plan	TB/Parks Committee	Medium
Improve water access to Lake Michigan at the Township Park.	Provide universally accessible viewing of Lake Michigan at the Township Park. Consider barrier-free ramp, establish overlooks from vistas, consider boardwalks and walkways.	Completed park layout plan	Planner/PC, TB, Parks Committee	High
Accommodate and support regional planning efforts for the proposed Nakwema Trail to Charlevoix Trail. Plan for a trailhead with amenities like wayfinding and historical markers	Seek community-effort means (not tax dollars) for supporting ongoing maintenance	Ongoing volunteer hours	TB/Parks Committee	Low
	Work with the Norwood Area Historical Society and seek grant funding.	Completed grant applications	Parks Committee	Low
	Develop a trailhead within, adjacent, or accessible from existing Township owned resources.	Completed Park layout plan	Planner/PC, TB, Parks Committee	Medium
Incorporate interpretive opportunities about Norwood's history at sites around the Township	Work with the Norwood Area Historical Society to design interpretive features and opportunities.	Completed grant applications	Parks Committee	Low
	Work with the Norwood Area Historical Society and seek grant funding.	Completed grant applications	Parks Committee	Low
Encourage the addition of conservancy lands, open space preservation easements, and farmland preservation easements in appropriate and adjacent areas consistent with the Master Plan	Work with land conservancies and the various state departments to fund easement and real estate acquisitions	Identified priorities	Parks Committee	Medium
	Promote the work of the Little Traverse Conservancy with the yearly Township Newsletter	Publications out with the winter tax bills.	Parks Committee	Medium
Consider reinstating a Parks and Recreation Committee toward organized community assistance with maintenance, grant applications and development.	Establish a working committee, basic bylaws, and goals that support this Plan.	Parks Committee meetings	TB, Parks Committee	High

Immediate Actions

- A. Establish working committee as precursor to formal Parks Committee.
- B. Develop a long-term layout plan for Norwood Township Park.

Funding Options

The residents of Norwood Township are not prepared to levy additional taxes for recreation at this time. Seeking donations, attracting sponsors, holding fund-raising events, and seeking out other revenue sources are methods that should be pursued aggressively to raise funding for parks and program improvements. Creativity will be key.

Locally, grant opportunities are afforded by the Community Foundation, Networks Northwest and the County Park Committee. At the state level, the Land and Water Conservation Fund (LWCF), the Michigan Natural Resources Trust Fund (MNRTF) and the Local Public Recreation Facilities Fund (Recreation Passport Grant) continue to be the primary funding sources for parkland acquisition and development.

The MNRTF provides funding for both the purchase of land for recreation or protection of land because of its environmental importance or scenic beauty and the development of land for public outdoor recreation use. Goals of the program are to protect natural resources and provide for their access, public use, and enjoyment AND provide public access to Michigan's water bodies, particularly the Great Lakes.

All proposals for grants must include a local match of at least 25 percent of the total project cost. There is no minimum or maximum for acquisition projects. For development projects, the minimum funding request is \$15,000 and the maximum is \$300,000. Applications are due in April and August. Land acquisition projects are due each April with no maximums or minimums defined.

The LWCF is a federal appropriation to the National Park Service, who distributes funds to the Michigan Department of Natural Resources for development of outdoor recreation facilities. Minimum grant **requests are** \$30,000 and maximum grant requests are \$500,000. The match must be 50 percent of the total project cost. Application deadline varies.

The Recreation Passport Grant is derived from the sale of the Recreation Passport that replaced the resident or window sticker for state park entrance. The passport is required for entry to state parks, recreation areas and boating access sites. Ten percent of revenue is used to fund the Recreation Passport local grant program and focuses on renovating and improving existing parks.

All proposals for grants require at least a 25 percent match. Minimum requests are \$7500 and maximum grant requests are \$150,000. Applications are due April 1 of each year.

Other funding conducted in partnership with the MDNR is available through other state government divisions, such as the Fisheries Division and the Forestry Division.

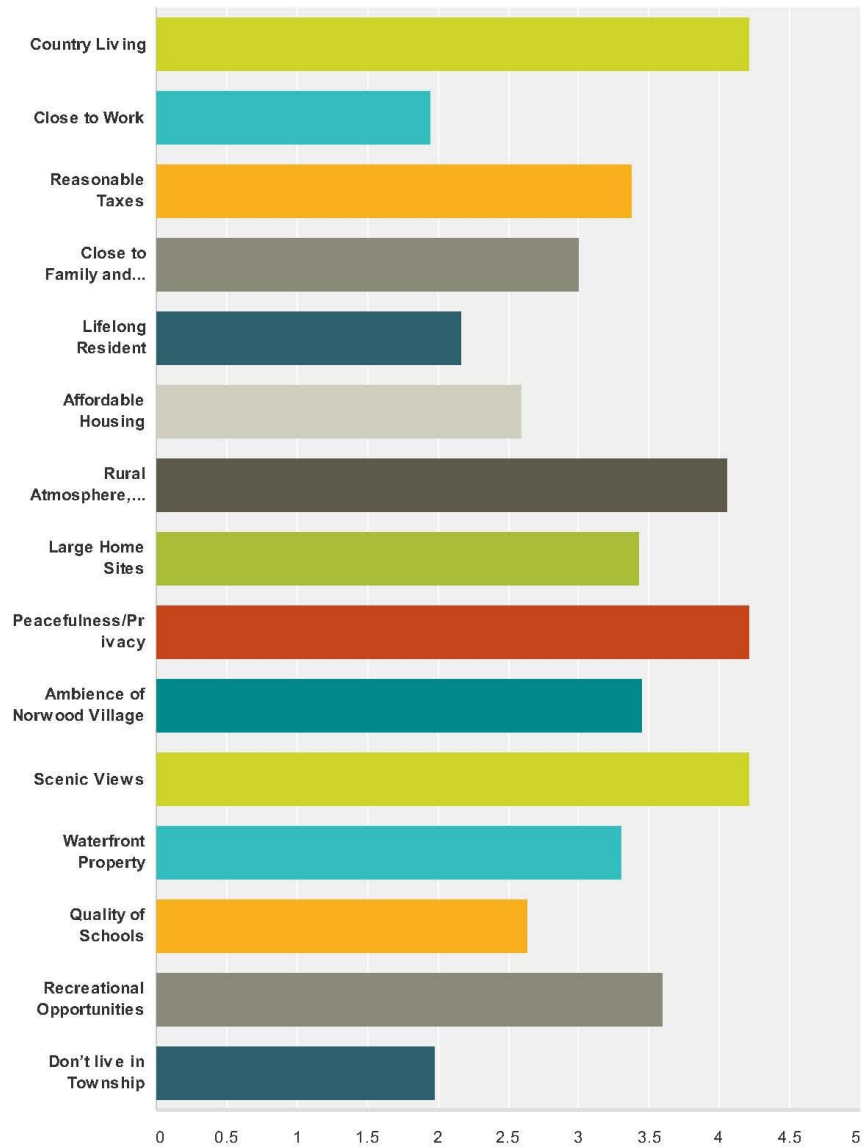
2014 SURVEY EXCERPTS

Question 1

Norwood Township Community Survey

Q1 Which of the following are reasons that you live in Norwood Township? (Please rank your five top choices in order of most importance, assigning "5" to the most important)

Answered: 166 Skipped: 2

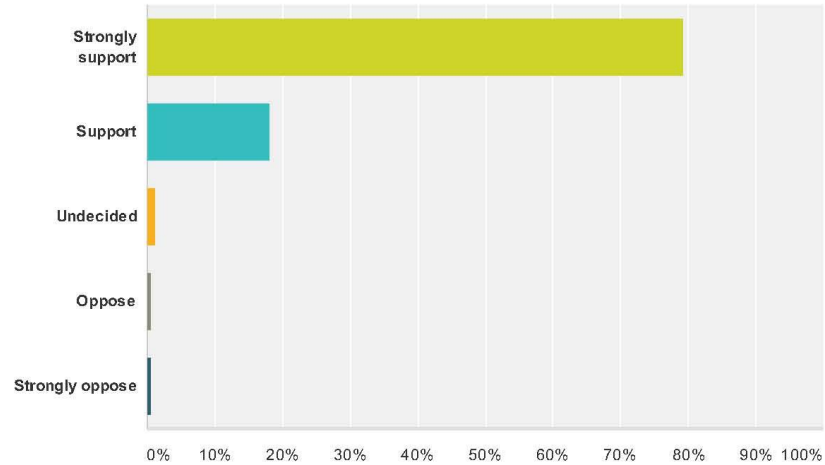


Question 16

Norwood Township Community Survey

Q16 Do you consider the Township's natural resources (beach, park, scenic views, open space, lakes, rivers, streams, woodlots, wetlands, water recharge areas) to be an asset to the community?

Answered: 165 Skipped: 3



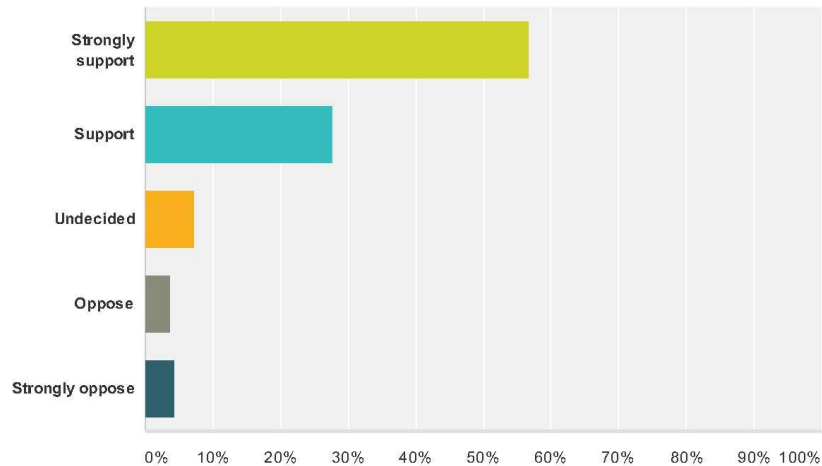
Answer Choices	Responses	
Strongly support	79.39%	131
Support	18.18%	30
Undecided	1.21%	2
Oppose	0.61%	1
Strongly oppose	0.61%	1
Total		165

Question 17

Norwood Township Community Survey

Q17 Do you feel that the Township should enact special measures to protect the Township's natural resources?

Answered: 162 Skipped: 6



Answer Choices	Responses
Strongly support	56.79% 92
Support	27.78% 45
Undecided	7.41% 12
Oppose	3.70% 6
Strongly oppose	4.32% 7
Total	162

#	Other (please specify)	Date
1	No to land swap!	3/26/2014 7:35 PM
2	It would depend on the "special measure" being considered.	3/26/2014 5:06 PM
3	willing to pay to assist in this effort as with the phragamite fund	2/28/2014 9:02 AM
4	This is the number one thing the township has going for it. Beaches, parks, walking/bike trails, should all be encouraged.	2/26/2014 12:03 PM
5	please protect norwood beach or township park and fisherman island state park as well as other natural resources of water and lakes and land	2/24/2014 11:38 PM
6	The question is too vague	2/24/2014 1:51 PM
7	Object to private property rights being limited.	2/21/2014 8:14 PM
8	Within reason!	2/20/2014 6:27 PM
9	What are the benefits and protections and costs? Would need more information	2/20/2014 10:35 AM

Norwood Township Community Survey

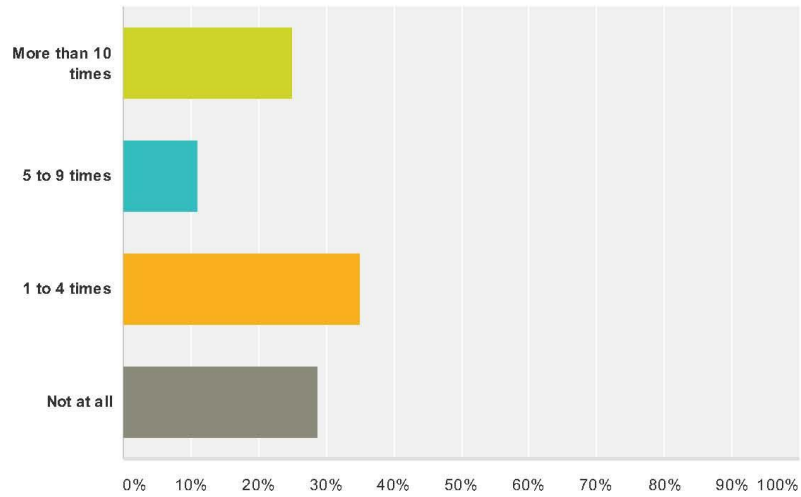
10	The twp needs a marina or at the very least a dock/boardwalk	2/20/2014 10:27 AM
11	If owned by the state, or township; what measures are needed?	2/15/2014 9:29 AM
12	If owned by the state, or township; what measures are needed?	2/15/2014 9:29 AM
13	Private land owners should determine what they want for their property. Private land owners make better individual judgments in determining the correct balance for protecting nature and the land-use with how it is utilized. Although well intentioned, blanket government ordinances broadly restrict sound decision making on a case by case basis.	2/14/2014 8:31 PM
14	.I THINK THE SCENIC VIEW AND OPEN SPACE SHOULD BE LEFT AS IT IS	2/12/2014 9:20 AM
15	Special measures is much too broad a description to answer this question.	2/11/2014 8:13 PM
16	The State has enough protections in place without having to add more.	2/11/2014 5:23 PM
17	Not sure what "should enact special measures" means to existing property owners?	2/5/2014 5:32 PM
18	Unnecessary--state and federal regs cover this. Twp could encourage private land trust preservation, or possibly acquire land for parks.	2/4/2014 11:56 PM

Question 22

Norwood Township Community Survey

Q22 How many times have you, your family and/or guest(s) used the Township Park on Lake Michigan in the past 12 months?

Answered: 163 Skipped: 5



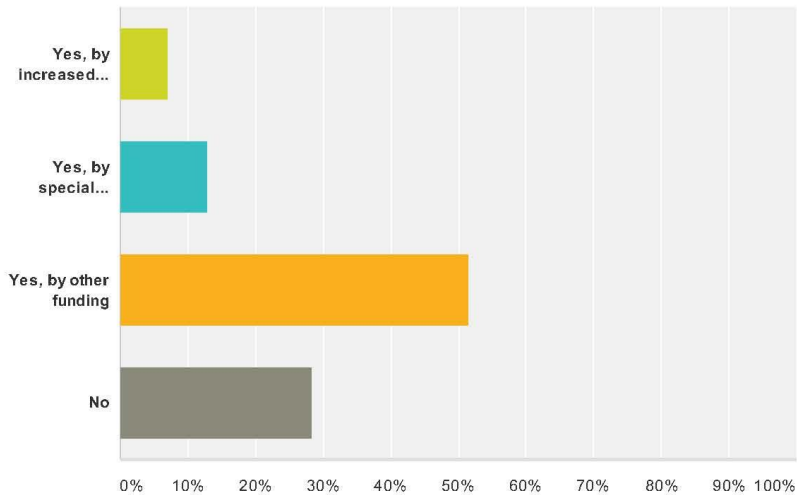
Answer Choices	Responses	
More than 10 times	25.15%	41
5 to 9 times	11.04%	18
1 to 4 times	34.97%	57
Not at all	28.83%	47
Total		163

Question 23

Norwood Township Community Survey

Q23 Would you support improvements to the Norwood Township Park on Lake Michigan?

Answered: 155 Skipped: 13



Answer Choices		Responses
Yes, by increased property taxes		7.10% 11
Yes, by special assessment		12.90% 20
Yes, by other funding		51.61% 80
No		28.39% 44
Total		155
#	Other (please specify)	Date
1	possibly a grant could be obtained or applied for.	3/26/2014 6:52 PM
2	grants, millage	3/26/2014 6:27 PM
3	grants, millage	3/26/2014 6:06 PM
4	Yes to all of the above except No	2/28/2014 4:35 PM
5	this is a tough one, I feel that it has become overly manicured and lost some of its feel. restroom is appreciated, however!	2/28/2014 9:02 AM
6	Depends what the Township has in mind. A deeper swimming area and better beach/ sand area would be a real improvement. I wouldn't want to support vendors or anything like that.	2/26/2014 3:54 PM
7	I would have to know what the improvements would be first.	2/26/2014 12:03 PM
8	Sweat equity and volunteer efforts with citizen leadership have turned the park into a very usable asset for the township from the overgrown mess that it was allowed to sink to prior to the revitalization effort started six years ago. Possible state grants such as the one used to install the toilets that went in last year.	2/25/2014 2:03 PM

Norwood Township
Parks and Recreation Plan 2023-2028

Norwood Township Community Survey

9	Undecided	2/21/2014 8:46 PM
10	we already have some funds available every year and it should be spent on the park or saved for future projects	2/21/2014 8:42 PM
11	volunteer and grant efforts have been adequate for our needs to improve. Ongoing maintenance is needed - how will that be funded or done?	2/20/2014 10:35 AM
12	It needs to happen soon	2/20/2014 10:27 AM
13	Not until propane use problem is addressed	2/20/2014 10:13 AM
14	Would like to hear all the options...not opposed to increase in property taxes or a special assessment but would need to know details	2/19/2014 11:33 AM
15	It is just fine as is other than an possible pier	2/18/2014 3:14 PM
16	It's hard to improve on the natural setting which currently exists, as it visually blends in well with the surrounding area. Any further structures or play-sets would detract from the natural beauty. It currently attracts families or small groups of people which is perfect. I wouldn't want to attract large groups / huge parties.	2/14/2014 8:31 PM
17	At this time just maintain what is presently there.. Community work parties can do this.	2/14/2014 2:38 PM
18	NO TAX INCREASE FOR IMPROVEMENTS THIS WILL JUST CAUSE MORE PARK TRAFFIC AND MORE LITTER	2/12/2014 9:20 AM
19	Could be done perhaps through grants or federal money. Not by raising taxes. Bad idea.	2/11/2014 8:13 PM
20	Possibly.	2/9/2014 9:52 PM
21	Not sure what would need to be done. Would need more input.	2/6/2014 6:00 PM
22	park is too limited by who and when it can be used, too many rules, park is usually used and controlled by the same small group who think they actually own it.	2/5/2014 8:48 PM
23	the park is nice the way it is. I don't want higher taxes but do not want the state parks sold off for commercial development to raise money. keep the park	2/4/2014 3:02 PM

Question 24

Norwood Township Community Survey

Q24 What types of improvements would you like to see at the Township Park?

Answered: 71 Skipped: 97

#	Responses	Date
1	more view parking larger	3/26/2014 7:51 PM
2	Warner Road paved	3/26/2014 7:35 PM
3	None - move the portajohn to a more aesthetic location!	3/26/2014 7:22 PM
4	Road	3/26/2014 7:16 PM
5	Was improved with bench & new toilets. Does not need more.	3/26/2014 7:03 PM
6	none	3/26/2014 6:41 PM
7	preservation of the dunes, pavilions, walkways	3/26/2014 6:27 PM
8	preservation of the dunes, pavilion, walkways	3/26/2014 6:06 PM
9	trash cans & toilets, steps. Too nice and it attracts too many non-residents that don't care or just vandalize. Breaking tables - grills etc.	3/26/2014 5:47 PM
10	beach and a few more picnic tables	3/26/2014 5:33 PM
11	Better Stairs	3/26/2014 5:24 PM
12	patches of poison ivy along beach and path to beach eliminated	3/26/2014 5:15 PM
13	Some benches down near beach	3/1/2014 7:32 PM
14	A better beach with deeper water, sand bottom closer to shore. Boat launch at beach. Dredging. After all this was once a harbor for shipping lumber.	2/28/2014 4:35 PM
15	none, like as is	2/28/2014 9:02 AM
16	Some board walks on the east side of the road and stairs up to the village	2/27/2014 5:36 PM
17	Recycling containers. More accessible swimming .ie deeper water. Better beach/sand area.	2/26/2014 3:54 PM
18	Better parking (it is prone to flooding and muddy at times) I would like to see tree plantings at the park	2/26/2014 12:03 PM
19	Continue to remove the brush. Construct a handicap walkway down to the lake. Possible construction of a small pavilion so people can get out of the rain. fix the well that used to operate on the bluff. Possibly pave the parking lot and LakeShore from the intersection of Lake Street and LakeShore.	2/25/2014 2:03 PM
20	I think you have done well	2/25/2014 12:38 PM
21	trash can or service please	2/24/2014 11:38 PM
22	Water pump, play structure, pavillion	2/24/2014 9:27 PM
23	I support the improvements that have been made and would not like to see it get too upscale	2/24/2014 8:25 PM
24	trash can	2/23/2014 10:09 PM
25	BOAT LAUNCH	2/23/2014 6:33 PM
26	Pavillion	2/23/2014 2:03 PM
27	None	2/23/2014 12:05 PM
28	maybe a small covered area like antrim creek natural area with a couple benches	2/21/2014 8:42 PM
29	Clean sandy beach Clean nice restrooms Fishing pier	2/21/2014 5:26 PM
30	None in particular	2/21/2014 3:06 PM

Norwood Township
Parks and Recreation Plan 2023-2028

Norwood Township Community Survey

31	Pavilion Picnic area Cleaner restrooms	2/21/2014 9:57 AM
32	Clean Beach and Water, Gazebo, Boat Launch, Rocks removed from water near shoreline	2/21/2014 1:07 AM
33	Plant a mix of native conifers and maples maybe add a picnic table or two.	2/20/2014 6:27 PM
34	none, keep it simple to avoid the crowds	2/20/2014 5:54 PM
35	none needed. A pavilion while nice would open up more issues and costs than we would support.	2/20/2014 10:35 AM
36	Community Dock, boardwalk and or marina	2/20/2014 10:27 AM
37	Clean the waters edge of debris and bring in sand	2/20/2014 10:00 AM
38	The current improvements are wonderful and what you are doing should be continued	2/20/2014 8:58 AM
39	shelter/shade area	2/19/2014 11:33 AM
40	Continued maintenance by residents	2/18/2014 6:58 PM
41	I feel the township park facilities are appropriate for the size of the park currently.	2/18/2014 9:31 AM
42	Pavilion. Add Wyncoop property to the park system.	2/17/2014 12:42 PM
43	Just kept clean	2/16/2014 2:31 PM
44	Warner road is in VERY BAD SHAPE.	2/16/2014 12:17 PM
45	None.	2/14/2014 8:31 PM
46	Just properly maintain what is there.	2/14/2014 2:38 PM
47	Small fun park for kids...slide, swing, etc.	2/14/2014 2:05 PM
48	Don't add more buildings, except maybe a pavilion to eat under, a small one, not a big one. Otherwise, just maintain as is. I think there is enough there now with the new toilets and tables and love the bench!	2/13/2014 12:23 PM
49	Pavilion	2/13/2014 10:44 AM
50	N/A	2/13/2014 7:40 AM
51	IT SHOULD REMAIN THE SAME	2/12/2014 9:20 AM
52	Would have to study the site.	2/11/2014 8:13 PM
53	Fill several enormous water filled holes gracing Lakeshore Drive along Lake Michigan just south of Fisherman's Island State Park	2/11/2014 6:36 PM
54	If it costs me more money than what is already sucked out of me, None!	2/11/2014 5:23 PM
55	Expand grass area, add shade trees, service to keep beach area clear of visitor debris	2/11/2014 1:10 PM
56	Undecided	2/11/2014 12:38 PM
57	Easier to get to	2/10/2014 4:45 PM
58	picnic pavilion	2/10/2014 1:06 PM
59	not known	2/10/2014 11:31 AM
60	Tree trimming and brush clearing.	2/9/2014 9:52 PM
61	Small pavilion, boat access	2/9/2014 3:52 PM
62	some type of plantings (small trees, bushes or shrubs) around the new rest rooms.	2/9/2014 11:47 AM
63	Beach improved	2/8/2014 6:52 PM
64	? unsure of the current needs	2/6/2014 6:00 PM
65	Fishing pier, playground for kids, covered eating area.	2/6/2014 11:47 AM
66	Better Parking and Bathroom facilities	2/6/2014 9:53 AM
67	No opinion...never been there.	2/5/2014 10:59 PM
68	privacy	2/5/2014 8:48 PM

Norwood Township Community Survey

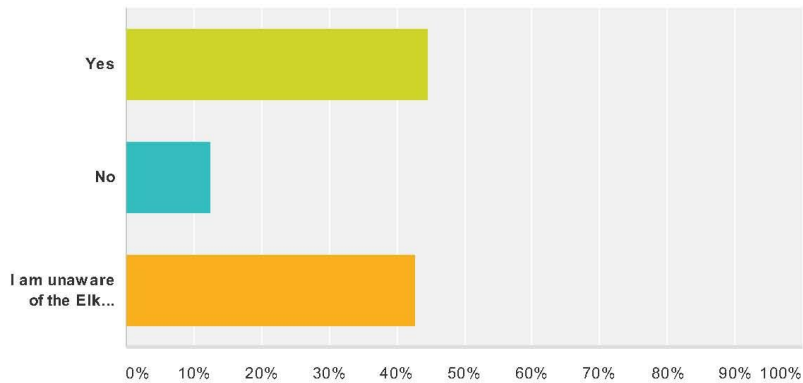
69	The park is very comfortable and limited crowds helps keep it clean.	2/5/2014 5:32 PM
70	Improved restroom facilities, beach & grills & tables	2/5/2014 12:41 PM
71	Picnic shelter, restrooms	2/4/2014 11:56 PM

Question 25

Norwood Township Community Survey

Q25 Do you support the Elk Rapids to Charlevoix Trail?

Answered: 159 Skipped: 9



Answer Choices	Responses
Yes	44.65% 71
No	12.58% 20
I am unaware of the Elk Rapids to Charlevoix Trail	42.77% 68
Total	159

#	Other (please specify)	Date
1	Would need more info on where trail would be	3/26/2014 6:27 PM
2	would need more info on where trail would be	3/26/2014 6:06 PM
3	location?	2/27/2014 5:36 PM
4	That would depend on its location.	2/26/2014 5:13 PM
5	So far it sounds like a nice, "green" idea. I look forward to hearing more about the proposed routing and other particulars.	2/26/2014 3:54 PM
6	But I would support this idea highly	2/26/2014 12:03 PM
7	please explain this	2/24/2014 11:38 PM
8	What would the route follow?	2/21/2014 8:14 PM
9	I would like to see a proposed bike trail like the one from Charlevoix to Petoskey	2/21/2014 5:26 PM
10	I have heard of the proposal but unaware of the exact location. I am not sure at this time weather or not to support it.	2/20/2014 6:27 PM
11	While the concept is fine, what are the means and locations - are they safe, locally intrusive or how are they planned?	2/20/2014 10:35 AM
12	But need more details on the route	2/19/2014 11:33 AM
13	Only if it doesn't disturb the 2 track lakeshore drive road going to Whiskey Creek and surrounding state land.	2/17/2014 12:42 PM

Norwood Township Community Survey

14	While still preserving the rights of individual property owners. Creative use of land the township and State already own.	2/10/2014 3:04 PM
15	yes, if it does consider property owners rights in the creation	2/10/2014 1:06 PM
16	Where will the trail be located?	2/5/2014 5:32 PM

BOARD RESOLUTION

Resolution Supporting Development of Traverse City to Charlevoix Trail

#6 of 2016

NORWOOD TOWNSHIP RESOLUTION

A RESOLUTION SUPPORTING THE DEVELOPMENT OF THE TRAVERSE CITY TO CHARLEVOIX TRAIL CONNECTING THE TART TRAIL IN ACME TOWNSHIP TO THE LAKE TO LAKE TRAIL IN THE CITY OF CHARLEVOIX

WHEREAS, Norwood Township in association with the Traverse City to Charlevoix Trail Planning Committee, have had considerable input into the planning and of the multi-use, non-motorized trail and the assessment of a suitable route; and

WHEREAS, Norwood Township Park and Recreation Plan supports the development of non-motorized trails and connected trail networks for transportation and outdoor recreation; and

WHEREAS, Norwood Township believes that constructing the 46 mile Traverse City to Charlevoix Trail will connect two major multi-use trail networks the TART Trail System and the Top of Michigan Trails Network to create a 325 mile northern Michigan regional trail system;

WHEREAS, Trails have demonstrated a positive impact on residents quality of life and the local economy, and;

WHEREAS, the Traverse City to Charlevoix Trail would have a positive benefit to our community, and;

WHEREAS, the Traverse City to Charlevoix Trail Committee is moving forward with the development of their trail plan and is seeking support, and;

NOW, THEREFORE, BE IT RESOLVED, that Norwood Township supports the development of the Traverse City to Charlevoix Trail and the positive benefits of trails.

Monae Warner 7nd - Dajtas

Yes: Hamilton, Warner, Dajtas, Spik's Smolenyak

—

No: 0


Resolution Declared Adopted

Norwood Township

By: 
Frank Hamilton, Supervisor

I, the undersigned, the Clerk of the Township of Norwood, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by said municipality of Charlevoix County at its regular meeting held on Nov 21, 2016, 2016 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: 11-21-16


Dana Pajtas, Clerk

NORWOOD TOWNSHIP
Ordinance No. ____ of 2023

AN ORDINANCE TO AMEND IN PART
AN ORDINANCE ENTITLED NORWOOD TOWNSHIP ZONING ORDINANCE”
WHICH WAS ADOPTED 3/18/2019, AS AMENDED,
TO WATERFRONT SETBACKS FOR ACCESSORY STRUCTURES

THE NORWOOD TOWNSHIP BOARD, CHARLEVOIX COUNTY, MICHIGAN, ORDAINS:

1. The Norwood Township Zoning Ordinance of 3/18/2019, as amended (hereinafter the “Ordinance”), shall be amended to modify the setbacks for accessory structures on waterfront properties as follows:

Section 3.04 - Accessory Buildings

- A. Authorized accessory buildings may be erected as part of the principal building or may be connected to the principal building by a roofed porch, breezeway or similar structure or may be completely detached from the principal building.
- B. Where any accessory buildings is attached to a principal building, such accessory building shall be considered part of the principal building for purposes of determining yard dimensions.
- C. A detached accessory building shall be located no closer to a side or rear lot line than the permitted distance for the principal structure on the same lot.
- D. An accessory structure shall not be located in the front yard.
- E. On a lot that abuts a waterbody, accessory buildings located between the principal structure and the property line that abuts the street, accessory buildings may be located no nearer than twenty-five (25) feet from the lot line which abuts the street and maintain all other setbacks for the zoning district.
- F. An accessory building shall not occupy more than thirty (30) percent of the rear yard.
- G. No accessory structure may be built prior to the commencement of construction on the principal structure.
- H. Mobile homes shall not be used as an accessory building.
- I. Accessory Dwelling Unit

2. CONFLICTING ORDINANCES: All other ordinances and parts of ordinances, or amendments thereto, of Norwood Township in conflict with the provisions of this ordinance are hereby repealed.

3. RECODIFICATION: That the Ordinance is hereby amended to recodify the numbering of articles and sections to conform to a standard or model codification scheme established by the Ordinance where articles are numbered within groups of ten to associate together similar articles on similar topics, and sections are numbered sequentially with the first two digits being the article number and the next two digits being the sequential section number.

4. EFFECTIVE DATE: This ordinance amendment shall take effect seven days after publication.

Norwood Township Board:

By: _____

Benjamin Freds its Supervisor

By: _____

Brenda Freds its Clerk

Ordinance No. ____ of 2023 was adopted on the ____ day of _____, 2017 by the
Norwood Township Board as follows:

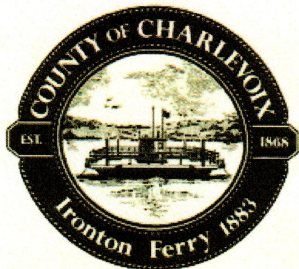
Motion by: _____

Seconded by: _____

Yeas: _____

Nays: _____

Absent: _____



A MICHIGAN HISTORICAL SITE

CHARLEVOIX COUNTY PLANNING DEPARTMENT

301 State Street
Charlevoix, Michigan 49720
(231) 547-7234
planning@charlevoixcounty.org

March 3, 2023

Leslie Meyers
Zoning Administrator
Norwood Township
P.O. Box 113
Charlevoix, MI 49720

Leslie,

At their meeting on February 2, 2023, the Charlevoix County Planning Commission reviewed the proposed text amendments to the Norwood Township Zoning Ordinance to reduce the required setback from the rear lot line (adjacent to the road) for accessory buildings located in the rear yard on waterfront parcels/lots. After reviewing the proposed amendments and the Planning Department Staff Review, the Planning Commission took the following action:

MOTION by M. Cunningham to send our comments to Norwood Township for their consideration and if substantive changes are made, the proposed amendments should go through the zoning approval process again. D. Skornia seconded the motion. Voice vote: Yeas 6, Nays 1 (N. Ferguson). Motion passed.

Please refer to the enclosed draft minutes of the meeting and the Planning Department Staff Review for details of our review. If you have any questions or would like to discuss our comments, please give me a call at (231) 547-7234.

Sincerely,

Kiersten Stark
Planning Director

cc: David Kolka, Norwood Twp PC Chair (via email)
Brenda Freds, Norwood Twp Clerk (via email)



CHARLEVOIX COUNTY PLANNING COMMISSION

301 State Street
Charlevoix, Michigan 49720
(231) 547-7234
planning@charlevoixcounty.org

Excerpts from DRAFT Meeting Minutes February 2, 2023

I. Call to Order

Chairperson Nancy Ferguson called the meeting to order at 6:00 p.m. in the Pine Lake Room at the Charlevoix County Building.

Members present: Nancy Ferguson, Pam Grassmick, Larry Levensgood, Matt Cunningham, Dave Skornia, Mike Ritter, and Tim Kenney

Members absent: None

Others present: Kiersten Stark (Planning Director), Bob Jess (County Commissioner Liaison), Eric Hoffman (Marion Township Planning Commission Chairperson), and Caitlin Donnelly (Little Traverse Conservancy)

VII. Townships, Cities, MI Dept of EGLE & Corps of Engineers Items

Norwood Township Proposed Zoning Text Amendments

K. Stark reviewed the Planning Department Staff Report on the proposed text amendments to Article III: General Provisions of the Norwood Township Zoning Ordinance to reduce the required setback distance from the rear lot line (adjacent to the road) for accessory buildings located in the rear yard on waterfront parcels/lots. K. Stark suggested refining the wording in Section 3.04 E. as well as adding text to the definitions of two (2) related terms for clarification. She also noted that a previous zoning ordinance amendment adopted by the Township in 2021 had added a provision prohibiting accessory buildings on vacant parcels. This provision should be included in the proposed amendments as subsection J. in Section 3.04. K. Stark also noted that Section 5.09 – Schedule of Regulations, footnote f. requires a different setback for accessory buildings in the Agricultural district. This exception should be noted in Section 3.04 E. *or* a reference to Section 5.09, footnote f. should be added to Section 3.04 E.

Commission members discussed the proposed amendments. N. Ferguson asked, given the substantive changes recommended, should we recommend that the Township resubmit the proposed amendments for our review after the suggested changes are made? It was noted that the Township is not required to resubmit proposed amendments to the County Planning Commission for another review.

Referring to Section 3.04 D., which specifies that accessory buildings are not allowed in the front yard, D. Skornia said many townships in the county have this same “boilerplate” language in their zoning ordinance, but it is not always practical, especially on large parcels where the principal structure is setback a long distance from the road. He explained that his township (Bay) had similar language in their zoning ordinance, but they changed it to allow accessory buildings in the front yard, with a special setback to help preserve the viewscape along the road. This approach still meets the original intent of the regulation, which was to screen accessory buildings from the road, but it also provides more flexibility for landowners in siting accessory buildings on their property. D. Skornia said one way to help accomplish this is to amend the definition of “Yard, Front” so the front yard is *not* the full distance from the front lot line to the principal structure; instead, it could be a *shorter* distance measured from the front lot line or a given percentage of the lot area. P. Grassmick said, on Beaver Island, some landowners who have waterfront property on Lake Michigan have had to move their homes further back from the water due to shoreline erosion. If accessory buildings could only be placed in the back yard, they could not have moved their homes closer to the road.

Referring to the proposed amendments to Section 3.04 E., D. Skornia had no concerns with reducing the required setback from the rear lot line but suggested adding the phrase “if no other alternative exists” at the end. He said requiring a setback of no less than 25 feet from the road could be a problem in cases where wetlands are present or rising lake levels is an issue.

D. Skornia also pointed out the proposed text amendments would apply to *all* land in the Township, not just residentially zoned property. K. Stark explained this is because the proposed amendments are in the General Provisions section of the ordinance.

M. Cunningham agreed with D. Skornia, adding that his township (Hayes) has also discussed the issue of siting accessory buildings.

MOTION by M. Cunningham to send our comments to Norwood Township for their consideration. D. Skornia seconded the motion.

N. Ferguson still favored recommending the suggested changes be made and the proposed amendments be submitted for our review again. Further discussion took place.

MOTION by D. Skornia to rescind the motion on the table. M. Cunningham seconded the motion. Voice vote: all in favor. Motion passed.

MOTION by M. Cunningham to send our comments to Norwood Township for their consideration and if substantive changes are made, the proposed amendments should go through the zoning approval process again. D. Skornia seconded the motion. Voice vote: Yeas 6, Nays 1 (N. Ferguson). Motion passed.



CHARLEVOIX COUNTY PLANNING DEPARTMENT

301 State Street
Charlevoix, Michigan 49720
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Staff Review Norwood Township Proposed Zoning Text Amendments

Norwood Township is proposing to amend Article III: General Provisions, Section 3.04 – Accessory Buildings of the Zoning Ordinance by omitting the second sentence in subsection D., adding a new subsection E., and re-lettering the remaining subsections. The purpose of these amendments is to reduce the required setback from the rear lot line (adjacent to the road) for accessory buildings located in the rear yard on waterfront parcels/lots to reduce the number of variance requests submitted to the Township Zoning Board of Appeals.

Another option for the wording of subsection E. is as follows: “On a waterfront parcel/lot, accessory buildings located in the rear yard shall be no closer than twenty-five (25) feet from the rear lot line. All other setback requirements for the zoning district shall be maintained.”

Then the definition of “Yard, Rear” would need to be amended to clarify the location of the rear yard on waterfront parcels/lots. The definition currently reads: “A yard extending across the full width of the lot from the rear line of the building to the rear property line.”

It would also be helpful if the definition of “Yard, Front” were amended to clarify the location of the front yard on waterfront parcels/lots. The definition currently reads: “A yard across the full width of the lot extending from the front line of the principal building to the front lot line, or highway right-of-way line as the case may be.”

Also, Norwood Township Ordinance No. 2 of 2021 added a subsection I. to Section 3.04, which reads as follows: “Accessory buildings shall be prohibited on vacant parcels.” Subsection I. would become Subsection J. with the amendments currently proposed.

Also, in Section 5.09 – Schedule of Regulations, footnote f. requires a different setback for accessory buildings in the Agricultural district. Footnote f. reads as follows: “Agricultural accessory buildings shall be setback at least thirty-five (35) feet or the height of the building from any lot line, whichever is greater, and shall be at least fifty (50) feet from the main dwelling.” So, the proposed new subsection E. in Section 3.04 would not apply to waterfront parcels/lots in the Agricultural district because they have a greater setback requirement. The definition of “Lot, Waterfront” is “a lot having frontage directly upon a lake, river, or stream. There are currently no parcels fronting on Lake Michigan or Harwood Lake that are zoned Agricultural. However, there may be streams present on Agricultural-zoned land where the greater setback distance required for agricultural accessory buildings would apply. This exception for agricultural accessory buildings

should be noted in Section 3.04, subsection E. or a reference to footnote f. in the Schedule of Regulations should be added to subsection E.

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