Norwood Township Planning Commission Meeting
Meeting Minutes
July 13, 2020 Approved Minutes
Zoom Virtual Meeting due to COVID-19

Call to Order – Meeting called to order at 7:00 P.M.

Pledge of Allegiance – by all present

Roll Call – Vermeesch-present, Warner-present, Dotson-present, Kolka-present, Reibel-present. Planner Ruben Shell also present.

Approval of Agenda- MM by Warner to approve the agenda, 2nd by Reibel. Motion carried 5-0

Conflict of Interest – none noted.

Public Comment – None

Approval of June 8, 2020 Meeting Minutes – MM by Warner to approve June 8, 2020 Meeting Minutes, 2nd by Reibel. Motion carried to approve Minutes 5-0.

Zoning Administrator’s Report –
Read by ZA and available on Township Web Site. Regarding Wagner rezoning, Warner dropped off application to the Wagners to complete as required for rezoning. Kolka asked ZA to email PC Members a copy of the S.U.P. application for the Scott and Sherry Cleland property so this can be discussed at the August 10, 2020 PC meeting. ZA also discussed the Beisel property at the corner of Lake and 2nd St. The property owner wants to bring his property/lawn back to the original vegetation which the ZA has had a complaint on but no formal complaint so until that is done there is no action required. It was also pointed out that the June 23, 2020 complaint from Alec Howe is actually Alec Amstutz, Cedarview Dr., regarding AM Manufacturing allowing vehicles to enter from US 31 and not Block Rd. This will be further discussed under New Business.

At this point PC Chair announced that the New Business will be discussed before Old Business.

New Business –
Property Maintenance Issues -
This was address during the ZA report regarding the Beisel property. It was decided that until there is a formal complaint no action will be taken.

AM Manufacturing Zoning Enforcement -
Alec Amstutz asked if the trucks entering and exiting the AM Mfg property off US 31 is an acceptable use? Alec stated he was under the understanding that when AM Mfg was approved the traffic was supposed to enter from Block Rd. Alex Mitchell, Owner of AM Mfg., stated he has two lots there and the empty lot was being used by a contractor to park equipment and materials. Mitchell stated originally he was told
it was for the materials but they have been using to park vehicles also, however, Mitchell stated he is not getting paid for them to park there and it is just until the road work gets completed.

The PC discussed and decided that the ZA get the contractor’s contact information from Alex Mitchell so they can be contacted to find out how long they are going to be using this property and explain that is not a permitted use.

Further discussion by the PC on whether AM Mfg. is complying with the S.U.P. conditions such as berms, tree planting, etc. Alex provided photos of the trees that he has planted on the property. PC Members were asked to review the conditions on the approved S.U.P. as well as the ZA and further discuss with Mitchell. This will be followed up with at the August 10, 2020 PC Meeting.

It was also stated that official complaints regarding the property must be filed with the ZA using a formal complaint form that is provided on the Norwood Township web site.

**Old Business –**

Zoning Map from Charlevoix County-
Recording Secretary Jones spoke to Kiersten Stark at the County Planning office and she stated the Zoning Map dated October 31, 2014 is the most current zoning map. Jones will get with Stark again to find out when the maps will be updated again and to clarify some of the property numbers that are missing on the current map. This will be reported at the August Meeting.

St. Mary’s Cement Plant Tour-
Kolka has been in contact with St. Mary’s and they are aware of our request and will contact Kolka when this is possible.

Recreation Committee-
Discussion on the direction of the Recreation Committee since Reibel removed himself. Dotson stated he may be interested and Reibel will contact Dotson to give him the other committee members information.

Master Plan-
Reviewed list of tasks that need to be addressed for the update of the Master Plan. Action Plan and Future Land Use Map will be worked on by the Planner. Kolka will work on Kickoff, Background and Intent and Resident Survey. Vermeesch will work on Document Format and Layout. Planner Shell will work on Action Plan and Future Land Use. Jones and Overton will work on Public Hearing Notice. All PC members will work on Public Review. All Members will coordinate planning and discuss at August 10, 2020 Meeting. Notice will be put on Web Site to let Township residents know the Master Plan is being worked on for updating.

Communications –
Chairman Kolka stated he met with DNR and Northwest Trails Committee in Traverse City regarding the Bike Trail that may go through the Township. DNR didn’t have a stance on the bike trail. Kolka said it is hard to tell how fast moving the trail will come through or who is organizing it. Kolka stated Supervisor Ridenour asked the NW Trails Committee come to August or September Board meeting to present their plan.
There was discussion on the Norwood Beach and how busy it has been. The July 4th holiday has several issues such as poor parking, garbage issues, high traffic volume. There was discussion on if there should be some restraints on beach use. Kolka will send Ridenour an email regarding the increased traffic in the village and if this can somehow be addressed.

Next Planning Commission meeting will be August 10, 2020. The meeting site will be posted on the Township Web Site when it is determined what COVID-19 protocol will be at that time.

Public Comment –
Cedarview resident, Chris Rice, spoke about the issues at AM Mfg regarding the conditions that were supposed to be followed according to the SUP. Rice said he was upset the site plan has not been followed up on and it is very unsightly. He would like the PC to follow up on and Kolka stated the ZA would be following up on.

Meeting Adjourned at 8:54 p.m.
Submitted by Shari M. Jones, Recording Secretary