



Antrim County Planning Commission



MEMBERS

Richard Friske, Jr.
12/31/2024

Leslie Elrod
12/31/2025

James Gurr
12/31/2025

Ron Tschudy
12/31/2023

Bill Hefferan
term elected

STAFF

Jeremy Scott
County Administrator

Janet Koch
Deputy Administrator

Tina Schrader
Administrative Asst.

Margie Boyd
Secretary

OFFICE ADDRESS

P.O. Box 187
Bellaire, MI 49615

PHONE: 231-533-6265

FAX: 231-533-8111

The Antrim County Planning Commission meeting is scheduled for

Tuesday, July 11, 2023 @ 4:30 p.m.

Board of Commissioners Room

203 East Cayuga Street, Bellaire, MI

AGENDA ITEMS INCLUDE:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Declaration of Conflict of Interest
- 5) Public Comment
- 6) Approval of [Minutes from June 6, 2023](#) (pg. 2)
- 7) Old Business
- 8) NewBusiness (pgs. 4-9)
 - Banks Township Zoning Ordinance Amendment
 - Helena Township Zoning Ordinance Amendment
- 9) Various Matters (pgs. 10-13)
 - Communications (*Information Only*)
 - Elk Rapids Township
 - Milton Township
 - Torch Lake Township
 - Wilson Township
- 10) Public/Member Comment
- 11) Adjourn

If you wish to attend a Planning Commission meeting and require special assistance, please contact the Administration and Planning Office at (231)533-6265.



Memorandum Administration Office

July 11, 2023

TO: Planning Commission

FR: Janet Koch, Deputy Administrator

RE: Approval of Agenda, Minutes

You should have received your agenda packets via electronic communication on July 6, 2023. If there are no changes or additions to the agenda, please consider the following action:

Motion by _____ and seconded by _____ to approve the June 6, 2023 agenda as presented.

You received the minutes from the special June 6, 2023 Planning Commission meeting via electronic communication on July 6, 2023. If there are no corrections to those minutes, please consider the following action:

Motion by _____, seconded by _____ to approve the minutes of the June 6, 2023 special meeting as presented.



Memorandum Administration Office

July 11, 2023

TO: Planning Commission

FR: Janet Koch, Deputy County Administrator

RE: Banks Township Zoning Amendments: Ordinance Number 05 of 2023 pertaining to the keeping of animals

Banks Township is proposing an amendment to their zoning ordinance. Following attachments are the email from the township's planning consultant and the proposed ordinance in its entirety, which amends Article IV: General Provisions, Section 4.10, Animals. Below is the current language:

The keeping of poultry, pigs, hogs, horses or other such livestock is allowed in the Agricultural or Conservation/Recreational Districts and in other districts where Agriculture is allowed, provided the parcels of land is five (5) acres or greater in size.

The proposed language is:

The keeping of pigs, hogs, horses, or other such livestock is allowed in all districts where Agriculture is allowed, provided the parcel of land is five (5) acres or greater in size. The keeping of poultry and rabbits is allowed in all districts where Agriculture is allowed, and in the Mobile Home District. All structures enclosing or housing animals shall be located, constructed, and maintained so that odor, dust, noise, or drainage shall not constitute a nuisance or hazard to adjoining properties.

The Banks Township Zoning Ordinance defines agriculture as "The use of land or tilling of the soil, raising of trees or field crops or animal husbandry, as a source of significant income."

The ordinance also includes a definition of nuisance factor: "An offensive, annoying, unpleasant, or obnoxious thing or practice, a cause or source of annoyance, especially a continuing or repeating invasion of any physical characteristics of activity or use across a property line which can be perceived by or affects a human being of reasonable sensibility, or the generation of an excessive or concentrated movement of people or things, such as noise; dust; heat; electronic or atomic radiation; objectionable affluent; noise or congregation of people, particularly at night." The ordinance does not include a definition of hazard.

Retain Farming and Farmlands is the sixth Guiding Principle of the current Antrim County Master Plan. That principle notes the importance of encouraging "new agricultural activity within the community."

The following motion is presented for your consideration:

That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Ordinance 05 of 2023, and recommends that the Banks Township Board approve the proposed ordinance.

From: [Ken Lane](#)
To: [Boyd, Margie](#)
Cc: [Koch, Janet](#); [Anita Hoeksema](#); [Banks Township Clerk](#)
Subject: Banks Township Planning Commission--zoning ordinance amendment
Date: Wednesday, June 14, 2023 4:19:54 AM
Attachments: [BTPC--animals-approved version--06.13.23.pdf](#)

Antrim County Planning Commission
c/o Margie Boyd, Secretary, Antrim County Administration/Planning

Good morning Margie,

On behalf of the Banks Township Planning Commission, attached is a draft amendment to the Banks Township Zoning Ordinance relating to the keeping of animals. The attached draft ordinance amendment was recommended for Township Board approval by the Township Planning Commission last night (June 13) after a properly noticed public hearing.

The Banks Township Planning Commission is requesting review and comment on the attached draft ordinance amendment from the Antrim County Planning Commission.

Please let me know if you have any questions or concerns.

Thank you,

Ken Lane
Township Planner
Banks Township

Ken Lane
Zoning & Planning Professional
Beckett&Raeder, Inc.
Making Great Places for over 55 Years

113 Howard Street
Petoskey, MI 49770

Office: 231.347.2523
Cell: 231.340.8177

Ann Arbor, MI 734.663.2622
Grand Rapids, MI 616.585.1295
Traverse City, MI 231.933.8400
Toledo, OH 419.242.3428

Please visit us at www.bria2.com

Banks Township
Antrim County, Michigan

Ordinance Number 05 of 2023

An Ordinance to amend the Banks Township Zoning Ordinance Article IV pertaining to the keeping of animals.

THE TOWNSHIP OF BANKS HEREBY ORDAINS:

Section 1. Amendment of Article IV.

Article IV: General Provisions, Section 4.10, Animals, is hereby amended to read as follows:

Section 4.10 Animals

The keeping of pigs, hogs, horses, or other such livestock is allowed in all districts where Agriculture is allowed, provided the parcel of land is five (5) acres or greater in size. The keeping of poultry and rabbits is allowed in all districts where Agriculture is allowed, and in the Mobile Home District. All structures enclosing or housing animals shall be located, constructed, and maintained so that odor, dust, noise, or drainage shall not constitute a nuisance or hazard to adjoining properties.

Section 2. Severability.

If any section, provision or clause of this Ordinance or the application thereof to any person of circumstances is held invalid, such invalidity shall not affect any remaining portions or application of this Ordinance, which can be given effect without the invalid portion or application.

Section 3. Effective Date.

This Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the Township, unless a later date is specified.

Township of Banks

By: _____
Alex Busman, Supervisor

By: _____
Donna Heeres, Clerk

Adoption date: Month XX, 2023
Effective date: _____



Memorandum Administration Office

July 11, 2023

TO: Planning Commission

FR: Administration/Planning Office

RE: Helena Township Amendment to Zoning Ordinance Section 5.01.01 Accessory Buildings and Structures

Helena Township is proposing an amendment to their zoning ordinance Section 5.01.01 Accessory Buildings and Structures.

The current section 5.01.01.C.2 is:

2. A permanent accessory building or structure not attached and not made a part of the principal building:
 - a. Shall not be nearer than ten feet from any other separate structure on the same lot,
 - b. May contain living quarters; provided that proper Health Department approval is secured for water and septic service.
 - c. If located in a Residential District, not exceed the ground floor area of the main building, and*
 - d. If located in a Residential District, not be closer to the side yard lot line than the side yard setback of the principal building on a corner lot.

The proposed amendment would strike subsection c above (in red italics). This is a dimensional amendment, and so is not directly addressed by the Antrim County Master Plan. However, the fourth guiding principle (Chapter 9) is to “Direct Development towards Existing Communities,” followed by a statement to “Encourage development and investment in communities that possess infrastructure. Directing this development to existing communities increases the efficiency of developed land and infrastructure, and reduces development pressures in rural areas.”

The following motion is presented for your consideration:

That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed zoning ordinance amendment to Section 5.01.01, and recommends that the Helena Township Board approve the proposed amendment.

From: helena@torchlake.com <helena@torchlake.com>
Sent: Friday, June 23, 2023 10:13 AM
To: County Administrator <countyadmin@antrimcounty.org>
Subject: Changes to ZO for review

Hello Planning Commission,

The Helena Township Planning Commission has held a public hearing and developed a language change proposal for the ordinance. A copy of the proposed change is attached. Please review and share any concerns.

Bonnie Robbins

Recording Secretary for Planning Commission

Helena Township

PROPOSED CHANGE IN RED EXPLAINED ON BOTTOM OF PAGE

Section 5.01.01 Accessory Buildings and Structures

- A. Accessory structures and buildings, including pole barns, shall be permitted subordinate to a dwelling or other residential use in the R-1 and R-2 District only if there is an existing dwelling either on the same lot or on a contiguous lot that is under common ownership. Roadways do not negate contiguity. Said structures are permitted in the AG District without a dwelling unit on the property.
- B. Authorized accessory buildings and structures may be erected as part of the principal building or may be connected to it by a roofed-over porch, patio, breezeway, or similar structure, or they may be completely detached.
- C. The front, side, and rear yard requirements of each zone shall apply to the location of permanent accessory buildings and structures within each zone.
 - 1. If attached to the principal building, a permanent accessory building or structure shall be made structurally a part of it, and shall comply in all respects with the requirements applicable to the principal building under this Ordinance.
 - 2. A permanent accessory building or structure not attached and not made a part of the principal building:
 - a. Shall not be nearer than ten feet from any other separate structure on the same lot,
 - b. May contain living quarters; provided that proper Health Department approval is secured for water and septic service.
 - c. **If located in a Residential District, not exceed the ground floor area of the main building, and**
 - d. If located in a Residential District, not be closer to the side yard lot line than the side yard setback of the principal building on a corner lot.
 - 3. This provision is not intended to limit the placement of fences in setbacks to the extent otherwise permitted by law.

Discussion on accessory structure size restriction.

Motion by Gurr with support by Schafer. Motion carried to change zoning language as follows:

Section 5.01.01.C.2.c—strike this statement restricting size of accessory buildings and structures.



County of Antrim Planning Department

P.O. Box 187
Bellaire, Michigan 49615

Phone: (231) 533-6265
Fax: (231) 533-8111
www.antrimcounty.org

Jeremy Scott
Administrator

Janet Koch
Deputy Administrator

Tina Schrader
Administrative Assistant

Margie Boyd
Secretary

June 7, 2023

Mr. Emile Sabty
Elk Rapids Township Planning Commission
PO Box 365
Elk Rapids, MI 49629-0365
[sent via email to: nesabty@charter.net and kbriggs@elkrapids.com]

Dear Mr. Sabty:

At their special meeting of June 6, 2023 the Antrim County Planning Commission reviewed the proposed Elk Rapids Township Ordinance Amendment 2023-01, which would allow a Special Exception Use in the R-2 zoning district for multiple living units. The following motion was made and approved:

That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Elk Rapids Township Ordinance Amendment 2023-01 and recommends that the Elk Rapids Township Board approve the proposed ordinance.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Janet Koch
Deputy County Administrator



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Jeremy Scott
Administrator

Janet Koch
Deputy Administrator

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Administrative Assistant

Margie Boyd
Secretary

June 7, 2023

Ms. Sara Kopriva
Zoning Office
Milton Township
[sent via email to: miltonzoning@gmail.com]

Dear Ms. Kopriva:

At their special meeting of June 6, 2023 the Antrim County Planning Commission reviewed the proposed Milton Township Ordinance Amendment, which would replace the existing Section 117.1621 Wineries and Cideries in its entirety with the primary changes being additions of sub-section regarding Marketing Events and Guest Quarters. The following motion was made and approved:

That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Milton Township ZO 2023-01 Winery Amendment and recommends that the Milton Township Board approve the proposed ordinance.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Janet Koch
Deputy County Administrator



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Janet Koch
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Administrative Assistant

Margie Boyd
Secretary

June 7, 2023

Ms. Sara Kopriva
Zoning Administrator
Torch Lake Township
[sent via email to: skopriva@torchlaketownship.org]

Dear Ms. Kopriva:

At their special meeting of June 6, 2023 the Antrim County Planning Commission reviewed the proposed Torch Lake Township Ordinance that would amend the zoning ordinance by completely replacing Chapter 3A - Signs. The following motion was made and approved:

That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Torch Lake Township amendment to replace Chapter 3A and recommends that the Torch Lake Township Board approve the proposed ordinance.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Janet Koch
Deputy County Administrator



WILSON TOWNSHIP
Planning Department
319 N. Lake St
Boyne City MI 49712

June 30, 2023

RE: Wilson Township Master Plan

Wilson Township has completed the draft Wilson Township Master Plan and is providing a copy to for your review and comment. Please note that to help keep costs down that only a digital copy of the draft plan is being provided, a link to the draft master plan can be found here: <https://www.wilsontownship.org/resources/documents.php#outer-74>. Please feel free to contact me at 582-0343 if you have any questions. Please submit written comments on the plan to the above address or email to smcpherson@boynecity.com.

Thank you for your participation in this process.

Sincerely,

Scott McPherson, AICP
Planner/Zoning Administrator

Cc: file

