

DRAFT AGENDA
Bingham Township Planning Commission
REGULAR MEETING

Thursday, May 2, 2024
6:30 PM

Bingham Township Hall, 7171 S. Center Highway, Traverse City, MI 49684

1. **Call to Order - Roll Call**
2. **Agenda Approval**
3. **Conflict of Interest**
4. **Public Comment**
5. **Items for Discussion / Consideration**
 - A. **Master Plan Update**
 - Continue Review of Draft Master Plan
 - Memo from Networks Northwest
6. **Approval of Prior Meeting Minutes**
 - April 4, 2024
 - April 23, 2024 Special Meeting
7. **Communications and Reports**
 - a. Chairperson – Michael Park
 - b. Zoning Administrator – Steve Patmore
 - c. Planning – Networks Northwest
 - d. Township Board – Jeff Layman
 - e. Commissioners Comments
6. **Next Scheduled Meeting:** June 6, 2024
7. **Public Comment**
8. **Adjournment (8:30 unless extended by a motion)**

Planning Commission Packets can be viewed on-line at: <https://www.leelanau.gov/binhamtwplan.asp>

Bingham Township
7171 S. Center Highway
Traverse City, MI 49684
(231) 922-6767

Thursday, May 2, 2024

To: Bingham Township Planning Commission
Fr: Mathew Cooke, Community Planner
Re: Bingham Township Master Plan

Master Plan Edits - Adobe Acrobat

We had been previously asked about converting the Master Plan to a Microsoft Word document. When the document was exported from Adobe InDesign to Word, the created Word document was not useable. In researching some options for the Township to edit the document (if this is still desired) a potential route is that the Township could purchase an individual Adobe Acrobat Standard license for \$22.99 (monthly pricing). This would allow the editing of the Master Plan Adobe PDF created from the InDesign file.

MINUTES
BINGHAM TOWNSHIP PLANNING COMMISSION
REGULAR MEETING

Thursday, April 4, 2024, 6:30 p.m.

Bingham Township Hall, 7171 S. Center Highway, Traverse City, MI 49684

1. CALL TO ORDER

The meeting was called to order at 6:32 p.m.

ROLL CALL

Mike Park – Chairman	Present
Jeff Layman – Vice Chair, Board Rep.	Present
Cathy Jasinski – Secretary	Present
Mary Woods	Absent
Dennis Grant	Absent
Jim Pawlowicz	Present
VACANCY	

Quorum Present

In Attendance – Steve Patmore, Matthew Cooke, Nancy Popa

2. AGENDA APPROVAL

Hearing no changes or additions, the agenda was approved as submitted by consensus.

3. CONFLICT OF INTEREST - None

4. PUBLIC COMMENT

Nancy Popa – She submitted written comments on the Master Plan on behalf of the Lake Leelanau Lake Association, which will be included in the Public Comments of the Master Plan.

Paula Ciccone – written comment was received regarding the desire to allow the serving of beer at a winery. There was brief discussion about the potential impact of having a beer garden such as Hop Lot in the Agricultural District.

There was discussion about the letters being something that needed to be acted upon.

5. ITEMS FOR DISCUSSION/CONSIDERATION

A. Master Plan Update

- Draft Plan from Networks Northwest - Matthew Cooke
There was an updated memo about a template to follow to get to the Public Hearing. Layman asked about the revisions being made. Cooke said that revisions have been made. However, Layman was not noting the revisions. Changes were made in the implementation. Jasinski and Patmore will check their notes. A suggestion was made that notes be taken at work sessions. The Implementation section was never really finished. Data can be put in the appendixes. There was a suggestion to give a copy of work session notes to the Board.
There will be a work session to work on the Master Plan on April 23. There are things in the last meeting's minutes that needs to be finished. Up. The draft Master Plan is on the website. Members should read through it again.
- Timeframe and Tasks for Completion
Previously discussed.

6. APPROVAL OF PRIOR MEETING MINUTES

CORRECTIONS: Item #4, meeting schedule, word in 5B, master plan phrase

Layman/moved, Jasinski/supported to approve the minutes of February 1, 2024 as amended. Motion carried.

7. COMMUNICATIONS AND REPORTS

- a. Chairperson - Michael Park - no report
 - b. Zoning Administrator - Steve Patmore - written report for February was submitted. ZBA met and approved an application to take down a house and build a house on the footprint with 2 variances on Sandy Ridge. Registered STR's are up to 67.
 - c. Planning - Matthew Cooke, Networks Northwest
Nothing extra to report. There is an agri-business conference at the resort on May 6-7. Cooke will be attending.
 - d. Township Board – Layman reported that the County's hazardous waste days are coming up. The Board is adamant about writing a nuisance and trash ordinance. There was discussion about suggestions and consequences of Township actions concerning trash situations.
 - e. Commissioners Comments – None
8. NEXT SCHEDULED MEETING: Special Meeting, Tuesday, April 23,2024 to continue review of the Master Plan Draft.
Regular meeting, May 2, 2024 at 6:30 p.m.

9. PUBLIC COMMENT – None

10. ADJOURNMENT

Meeting was adjourned at 7:23 p.m.

Respectfully submitted,
Cindy Kacin, Recording Secretary

Reviewed by Staff

Minutes Approved (as-presented / as-amended) on _____.

Cathy Jasinski, Planning Commission Secretary

Submitted _____

Approved _____

MINUTES
BINGHAM TOWNSHIP PLANNING COMMISSION
SPECIAL MEETING

Monday, April 23, 2024, 6:30 p.m.

Bingham Township Hall, 7171 S. Center Highway, Traverse City, MI 49684

1. CALL TO ORDER – ROLL CALL

Mike Park – Chairman	Present
Jeff Layman – Vice Chair, Board Rep.	Present
Cathy Jasinski – Secretary	Present
Mary Woods	Present
Dennis Grant	Present
Jim Pawlowicz	Present
Vacancy	-----
	<i>Quorum Present</i>

In Attendance – Steve Patmore

2. AGENDA APPROVAL

Hearing no additions or corrections the agenda was approved by consensus.

3. CONFLICT OF INTEREST - None

4. PUBLIC COMMENT - None

5. ITEMS FOR DISCUSSION/CONSIDERATION

A. Master Plan Update – Draft Plan from Networks Northwest

The Planning Commission members reviewed the draft document of the Master Plan. The discussion included prior edits and some new edits. Major edits included:

- The Executive Summary should be written by someone on the Commission and the section should be completed when the Master Plan is near completed. It should include main points such as housing, shoreline residential, and a little history. This section was not in the previous Master Plan. Maybe it should be called something different.

- Chapter 1

Page 7 - Should Leelanau general plan be there? Keep the brown area. Take out the next paragraph except for the last sentence.

Need to add review dates.

Page 7 - Delete past planning efforts.

If Networks Northwest can give us an editable document, a suggestion was made that we could hire someone to do the editing work.

- Chapter 2

It was suggested that this chapter could be put in the appendix.

References to Bellaire and Antrim counties should be taken out. Road information can be found at the Road Commission website or the County website and is not needed in the Master Plan.

Page 11 - The map should have some road name font sizes changed for ease of reading. Parks need to be noted on the map.

Page 13 was reviewed. The businesses should be taken off the map.

The Metropolitan Planning Organization section should be shortened to one paragraph.

Page 9 - the paragraph of the top 5 sub sector industries should be condensed.

Page 12 - the first paragraph of Parks and Recreation should be condensed.

Page 14 - take out "school of choice" and "red bus."

Page 15 - In Natural Features and Environment, there needs to be a definition of hydric soil. Could be in the appendix.

Page 12 - Mention Point Broadband under Utilities.

Page 15 - Take out wetlands paragraph.

Page 17 - Take out first paragraph of Wetlands. Mebert Creek is spelled wrong.

Page 20 - Floodplains and aquifers should be rewritten or taken out.

Page 22 - Remove the climate section. A statement about lake levels should be in there. (Patmore will add it). Maybe put in a paragraph about fluctuations. Steep slope map can go in the appendix.

Page 23 - Keep first paragraph of socio-economic paragraph and the rest could go in the appendix.

- Chapter 3

This information can go in the appendix.

Page 34 - We need to verify what we actually approved on the input summary.

- Chapter 4

Page 36 - Delete Framework for our Future section. The map could go in chapter 1. Both paragraphs are too wordy.

Page 37 - Cottage industry should not be in there. It is redundant.

Page 38 - Take out Placemaking directives.

Agri-tourism has to be explored more. It is felt that directives should be in goals and objectives. It seems like it is redundant.
Page 38 – We don't need to put in regulation of wetlands.
Page 41 - Housing directives should go in goals.
Page 42- Neighboring Communities should stay in.

At the next meeting, we will pick up on page 42.

6. NEXT SCHEDULED MEETING – May 2, 2024
7. PUBLIC COMMENT – None
8. ADJOURNMENT (8:30 p.m. unless extended by motion)
The meeting was adjourned at 8:23 p.m.

Respectfully submitted,
Cindy Kacin, Recording Secretary

Reviewed by Staff

Minutes approved (as-presented / as-edited) on _____.

Cathy Jasinski, Planning Commission Secretary