

**APPROVED
EMPIRE TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES**

September 19, 2023

The Empire Township Planning Commission held a regular meeting on Tuesday, September 19, 2023. The meeting was held at the Empire Township Hall.

CALL TO ORDER: Duane Shugart, Chair, called the meeting to order at 7:00 p.m.

ROLL CALL:

Members Present: Dale DeJager, Duane Shugart, Micah Deegan, Larry Krawczak

Members Absent: Tom Petersen

Staff Present: None

APPROVAL OF AGENDA: The PC briefly discussed the agenda. It was determined to change 8.a from “Summary of Proposed Changes” to “Synopsis of Master Plan”. **Motion by Deegan, second by DeJager to approve the agenda as amended. All in favor, motion carried.**

ANY CONFLICT OF INTEREST – None

APPROVAL OF MINUTES: The PC briefly discussed the minutes of the June 20, 2023 regular meeting. **Motion by Deegan, second by Krawczak to approve the June 20, 2023 Regular Meeting Minutes as presented. All in favor, motion carried.**

COMMUNICATIONS: Deegan reported that Tom Petersen was approved by the Township Board as the replacement for Dick Figura.

PUBLIC COMMENT: None

PUBLIC HEARING – MASTER PLAN:

Shugart opened the public hearing at 7:03 p.m.

No public was present, and no verbal or written comment was presented.

DeJager moved, Deegan seconded to close the public hearing at 7:04 p.m. All in favor, motion carried.

ZONING ADMINISTRATOR'S REPORT: Cypher had previously distributed his monthly reports for June, July, and August 2023. **Motion by DeJager, second by Deegan to acknowledge receipt of the June, July, and August 2023 written reports. All in favor, motion carried.**

OLD BUSINESS:

- **Master Plan Review** – The PC discussed the Master Plan and the comments made by the Leelanau County Planning Commission and staff during their review. The LCPC commented that there should be more graphics and color – the PC briefly discussed and determined not to add those at this time. The PC also discussed other comments made by the LCPC, and

determined to make the following changes:

- Update the demographic information using latest available data
- Add Cherryland as a utility provider (page 45)
- Move section “Basis for the Empire Township Master Plan” to after “Guiding Principles” section.

The PC determined that they would review the above changes and then pass the Master Plan to the Township Board.

NEW BUSINESS:

- A. Pleasure of the Board** – The PC briefly discussed the upcoming updates to the Zoning Ordinance. They reiterated their request to Cypher and Boomer for their thoughts on how to approach the amendments to the Zoning Ordinance. The PC discussed the timeline for the amendments – a full review of the ZO can take years. The PC discussed legal review of the Zoning Ordinance; Figura Law is being closed and the Township Board is currently discussing retention of legal counsel.

PUBLIC COMMENT: None

BOARD COMMENT: None

ADJOURNMENT: Motion by Krawczak to adjourn at 7:40 pm. With no objection, Shugart adjourned the meeting.

Respectfully Submitted,

Dana Boomer
Recording Secretary