WHITEWATER TOWNSHIP PLANNING COMMISSION
MINUTES FOR REGULAR MEETING
March 6, 2024

Call to Order at 7:00 p.m.
Roll Call: Jacobson, Keaton, Wroubel, Slopsema, Vollmuth
Absent: Steelman, DeYoung
Also in attendance: Recording Secretary MacLean and Zoning Administrator Hall

Set / Adjust Agenda: Move Unfinished Business Final Site Plan Review after the first Public Comment
Declaration of Conflict of Interest: None
Public Comment:
7:05 p.m. begin
Matt Conrad, reminder of the Master Plan review for Elk Rapids. Requesting the Whitewater Township zoning map for the school map appendix in their Master Plan. matt.conrad@elkrapids.org
Connie Hymore
7:12 p.m. end

Final Site Plan Review – High Pointe Golf Course
Parcels: 28-13-005-014-00, 28-13-005-015-00, 28-13-005-019-01 and 28-13-005-019-02
Zoning Administrator Hall notes in addition to the staff report in the packet that the requested road study has been completed and is part of the presented packet. Another noted concern from the preliminary site plan review that was completed in November 20, 2022, was the side yard set back which has been addressed by the applicant purchasing the property.

Scott Jozwiak of Jozwiak Consulting on behalf of High Pointe Holdings ran through a quick history.
Preliminary Site Plan Review was approved in November 2022.
With final approval Acme Township, they have been working in Acme Township already. The intent is that the main club house will be in Whitewater Township.
State land and Ag surround the property.
DNR has access to the state land for logging. It will be accessed only by the DNR.
All of the main irrigation is from the original pond in Acme Township.
The additional property purchase helps with the setback and with the drive/entrance. The drive will be gravel and blacktop. The drive will be named Doak Way even though it is considered a private drive not a private road.
The second lodge will be built later, likely next year.
Fire Department site review is approved and included. They have their own fire suppression, distribution and fire pumps.
When necessary, there will be grass parking available that will not impact emergency vehicle access.
Actively working on addressing the abandoned section of Arnold Road when the DNR is done with that entrance.
Planning Commission discussion:
Is there a plan for additional brining? Communication is planned with the County Road Commission for options as they do not want the neighbors or their own members to deal with bad roads. They do have plans to work with the county.
Lighting will be compliant with "dark sky".
Traffic study indicates Draft. The final, verbatim study will be supplied.

Plan was put together well – thank you.
The commission is pleased with the offer of addressing possible road degradation with the accompanied cover letter to the road survey.

MOTION by Jacobson second by Slopsema to approve as presented and based upon the following conditions and/or stipulations:
*All lighting installed on site shall comply with the Whitewater Township Zoning Ordinance and shall be downward shielded to prevent light trespass as well as to prevent a luminaire from being visible beyond the property lines.
*All signage shall be installed in compliance with the Whitewater Township zoning Ordinance.
*All notes presented in the Whitewater Township Fire Department site plan review of February 7, 2024, shall be adhered to.
*A verbatim copy of the traffic report without the word Draft will be provided with the provided cover letter.

The final approval will be presented upon adherence to the aforementioned items in the motion.
Roll call vote: DeYoung-N/A; Slopsema-yes, Wroubel-yes; Steelman-N/A; Keaton-yes; Vollmuth–yes; Jacobson-yes. Motion carried.

Public Hearing: None

Approval of Minutes:
MOTION by Jacobson second by Vollmuth to approve as amended the Regular Meeting Minutes of February 7, 2024.
Roll call vote: Wroubel-yes; Steelman-N/A; DeYoung-N/A; Slopsema-yes, Keaton-yes; Vollmuth–yes; Jacobson-yes. Motion carried.

Correspondence: None

Reports and Presentations:
Zoning Administrator Report, Hall: Responded to a public comment regarding findings of fact.
Praised the PC regarding the work on the Master Plan with the help of Mielnik of North Place Planning.
The township board was presented with a contract for their November 2023 meeting. The contract, in which he agreed to stay on until March 31, 2024, if it was not addressed, has not been addressed by the board.
Working on a special use application for the April PC agenda. Bob will provide as much of his zoning administrator report as possible before the end of the month. If the proposal is complete it will be posted as a public hearing 15 days before the meeting and everyone will have the information available.
Keaton asked if there would be a month-to-month opportunity for Bob to continue until a new ZA is brought on board. Keaton will plan to communicate with the Supervisor.
Chair's Report, Steelman: Farewell but not goodbye.
Township Board Rep, Vollmuth: PC annual report and budget turned in on time. Included the PC agenda in the Board report. Looking for input from the board on the private road ordinance. Vollmuth believes the private road ordinance needs to be addressed for the Master Plan. The county has standards.
Discussion ensued regarding private road ordinances.
ZBA Representative, Wroubel: Three cases in February. Approved two and did not approve one. Briefly, explained the three cases. Repeated concerns at the ZBA should be addressed by the planning commission.
Committee Reports: None

Unfinished Business:

1. Final Site Plan Review – High Pointe Golf Course, handled previously, see above.

2. Annual Report reviewed. Include verbiage that the zoning map being created is for the Master Plan and for the Zoning Ordinance. Remove the word "been" in ZA section.
   Consensus to approve with corrections and present to the board.

3. Zoning Ordinance Project
   a. Map, surveyor, updates – Mielnik. The map work is coming along very well. Present next month.
   b. Zoning Amendment List and organization tabled to April.
   c. Schedule special meeting for sole purpose of reviewing the Draft zoning project. No special meeting for zoning at this time. The priority is the Master Plan.
   d. Anything else related to the ZO Project, nothing added.

4. Master Plan
   a. Schedule a special meeting for the sole purpose of reviewing the Draft master plan. April 18, 2024, 7-9 p.m.
   b. Anything else related to the MP project: nothing added.

New Business:

1. Preparation of forthcoming Special Use Permit Public Hearing, materials provided for PC review -
   a. Amendment 84, Article 25, Site Plan Review (SPR) / Special Use Permit (SUP) – authorization and procedures. Materials provided for reference in preparation for the upcoming meeting.

b. Fahey Schultz Burzych Rhodes – "Special and Conditional Use Permits – the Do's and Don'ts. Materials provided for reference in preparation for the upcoming meeting.

Next meeting: Regular meeting: April 3, 2024; special meeting scheduled for April 18, 2024.

Public Comment:
9:17 p.m. begin
Connie Hymore
9:19 p.m. end

Commission Discussion/Comments:
Keynotes to share with TB and Action items reviewed: approval of the High Pointe Golf Course site plan; request of zoning map for Elk Rapids Master Plan for appendix; PC request to keep Hall on a month-to-month basis until a new ZA is hired; present annual report with noted changes.

Continuing Education:
In the packet:
Leelanau Ticker article and discussion provided by Linda Slopsema, be aware of what is happening in our region.
Regional issues discussed.

MOTION by Jacobson second by Vollmuth to adjourn.
Roll call: Jacobson-yes; Keaton-yes; Slopsema-yes; Wroubel-yes; Vollmuth-yes; Steelman-N/A; DeYoung-N/A.

Adjournment: 9:35 p.m.

Tabled items: Article 5 Districts; Article 25, Special Use Permits: Campgrounds

Respectfully Submitted
Lois MacLean,
Recording Secretary