

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday September 10, 2024
6:00 p.m.**

Supervisor Bartlett called the meeting to order at 6:00 p.m.

Roll Call: Olson, Hollingsworth, Bartlett, Green, Mooradian

Absent: none

Visitors: Pat Lennon, Ed Taylor, Garon Gopigian, Eric Blesi, Molly Thompson, Kathy Erber, Steve Erber, Karly Graham, Jim Moreen, Linda Hoisington

The Pledge of Allegiance was recited by all.

Approve agenda & additional items: Bartlett asked to add an additional action item, “d”, recommendation of a second ZBA appointment of Ed Taylor as alternate. All ayes.

Public comments: none

Approve minutes of regular meeting on August 13, 2024: Bartlett noted the date on the minutes to be changed from “August 10” to the correct date of “August 13”. Bartlett asked to strike the sentence under Emmet County Road Commission discussion, “*Road Commission asked if a commission was needed for planning*”. Olson noted Hollingsworth had voted “no” on Emmet County Road Commission vote. Hollingsworth asked the number of taxes sent out be changed from “1600” to “2400”. **Green made the motion to approve the minutes as corrected. Hollingsworth seconded. All ayes.**

Review correspondence not included below: none

Thorne Swift Manager Report: Hammond gave his monthly report: comparison of guest numbers from last year to this year, boardwalk maintenance, trail repair, sales update, new signage being made and general upkeep now that the season is winding down. It was also mentioned that attendance has been good for the programs offered.

Action Items:

- a. Planning Commission Recommendation for Harbor Point PUD - Lane gave an overview of the Harbor Point PUD process and the timeline that took place for the process. Harbor Point has applied for a PUD overlay to alleviate the requirement of needing to go before the ZBA whenever a tear down/rebuild, add on or building on a vacant lot was needed, along with addressing the non-conformity issue that exists within the community. It was noted that they still are required to go before the HP Association for any improvements, etc. Lane noted the requirements for the PUD

Proposed: September 10, 2024

Accepted: October 8, 2024

along with the relevant provision are in the analysis memo provided in the board packets. Board Comments: Mooradian inquired about removal of a house and what its requirements would be for setbacks etc. Mooradian also asked about the waterfront overlay and if it was modified. Hollingsworth inquired about the application process and if a change is denied by the ZO they go before the ZBA for a variance. Pat Lennon, Attorney for Harbor Point spoke to the process, that they are pleased with the outcome and thanked the board for the consideration. Mooradian asked Lennon about the rezoning to R2 which will be discussed at the planning commission the following day. Bartlett commented that this has been an impressive process and thanked everyone for their hard work. **Hollingsworth made the following motion: based upon the recommendation of the Planning Commission and upon findings, that the applicable standards of the zoning ordinance have been satisfied as deliberated by the Township Board and as provided in the July 1, 2024 memo from the Township Planner, I move to approve Case #1-2024, Harbor Point Association, a final PUD plan to facilitate the establishment of a PUD overlay for the Harbor Point Resort, as described in Liber 2, page 28 of Plats Emmet County Register of Deeds, because the applicable standards of the West Traverse Township Zoning Ordinance have been met with the uses consisting of single family dwellings, year round and seasonal and private clubs, with related buildings and conditioned upon approval by the Township Board of a rezoning to the Harbor Point Resort from R1-A to R2, and further conditioned upon the review and approval of the Township attorney. Bartlett seconded. Roll call vote: Mooradian – yes, Green – yes, Hollingsworth – yes, Olson -yes, Bartlett – yes. Motion carries. All yes.**

- b. Resignations: ZBA member and PC member – Board accepted Rick Baker’s resignation from ZBA and Dawson Moore’s resignation from PC.
- c. Consider appointing Molly Thompson to PC and David Berryman to ZBA – Board accepted Molly Thompson’s and David Berryman’s applications for PC and ZBA. The board thanked them for applying.
- d. Consider appointing Ed Taylor to ZBA as alternate – The board accepted Ed Taylor’s application to ZBA. The board also thanked Ed for applying.

Reports and Updates:

- a. Clerk – Olson informed the board about the letter received from the Michigan Dept of Treasury informing the township that the F-65 audit was completed and accepted.
- b. Treasurer – Hollingsworth stated taxes are coming in steady and the current count is at about 1300 out of 2400 received. One outstanding sewer bill.
- c. Planning Commission – Green noted the Planning Commission’s next meeting, Wednesday the 11th. Will be discussing Harbor Points rezoning and discussion regarding the Polo Field on Hughston.
- d. Zoning Administrator - included in packet. Lane mentioned recent ZBA mtg regarding Lower Shore Dr and Forest Beach Dr. Lower Shore request for shed was denied and the Forest Beach request for new home build was approved. Mooradian had questions regarding the shed on Lower Shore.

- e. Recreation/Thorne Swift Committee – Mooradian discussed the results of the Rec Committee survey. It was well received and provided info the committee needed to begin to formalize the plan to go forward.
- f. Supervisor – Bartlett mentioned the upcoming ECRC mtg scheduled for 10-7-24. Update the board on the water system inspection for lead, none found. The sewer contract has been taken over by Mead & Hunt and are currently working on obtaining quotes for cell phones to replace land lines previously used.

Approve payables & payroll – **Hollingsworth made a motion to approve payables & payroll. Green seconded. All ayes.**

Public comments – none

Board comments – Hollingsworth commended the PC and Zoning Administrator Lane for all their hard work and time spent on the Harbor Point PUD. Mooradian echoed Hollingsworth's questions regarding the rating system for road improvement within the township.

Next Regular Meeting –**Next meeting, October 8, 2024, at 6:00 p.m.**

Supervisor Bartlett adjourned the meeting at 6:41 p.m.

Respectfully Submitted by:

Jay Olson, Clerk

Transcribed by:
Amy Peters