

**Minutes from the
Almira Township Planning Commission Meeting**

March 4, 2025

6:00 p.m.

Call to Order: Chairperson Ratajczak called the meeting to order at 6:01 p.m. at the Almira Townhall in the Village of Lake Ann.

Members Present: Ryan Ratajczak, Shannon Jordan, Lori Florip, Vince Edwards, Duane Newman, Kurt Swartz, Melisa Martin.

Additions/Deletions to Agenda: None

Approval of Agenda: *Motion by* Edwards, supported by Swartz, to approve the agenda as presented. All ayes, no nays, motion passed.

Approval of Minutes: *Motion by* Swartz, supported by Edwards, to approve the meeting minutes of February 4, 2025, as presented. All ayes, no nays, motion passed.

Brief Public Comment: None

Zoning Administrator: Z/A Preston presented her reports with discussion and questions being asked.

Township Board Representative: Township Board member Florip stated the Township Board reviewed the employee handbook, and ARPA projects.

Zoning Board of Appeals Representative: No ZBA meetings have been held.

Intergovernmental Representative: Vince Edwards, Lake Ann Village Council member, stated that the Village has a balanced budget for the next fiscal year, Village Planning Commission will be working on the Village Recreation Plan; budget for possible new employee position; and doing a future staffing study for the Village.

Conflict(s) of Interest: None

Guests: Dave Horney, John Groneck

Old Business:

A. Cottage Industry Ordinance – Discussion: ZA Preston waiting on Attorney review and feedback.

B. Special Event ZO Amendment: ZA Preston waiting on Attorney review and feedback.

New Business:

A. Site Plan Reviews:

- i. 7130 Rayle Road
- ii. 6664 Lakewood Court
- iii. 4159 Jeri Road
- iv. 7586 Lake Ann Road

All four (4) applications for short-term rentals were reviewed for information, discussion and questions took place. Section 7.05.B of the Zoning Ordinance was reviewed with 7.05.B.6 being not applicable for all four (4). *Motion by* Jordan, supported by Edwards, to approve short-term rental applications for 7130 Rayle Road, 6664 Lakewood Court, 4159 Jeri Road, 7586 Lake Ann Road with each having a one-year probation. All ayes, no nays, motion passed.

Extended Public Comment: Dave Horney stated that the Benzie Leelanau District Health Department had told him that septic systems usually are based on number of bedrooms plus one. John Groneck stated “good job on the new website”, he could easily find the information he was looking for.

Commissioner Comments: Newman had a question about number of parcels in a division.

Chair Comments: Ratajczak “thanks for perfect attendance tonight”.

Adjourn: Chairperson Ratajczak adjourned the meeting at 7:02 p.m.

Mary Dort, Recording Secretary