

**MINUTES**  
**BINGHAM TOWNSHIP PLANNING COMMISSION**

Regular Meeting

Thursday, October 5, 2023, 6:30 p.m.

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

**1. CALL TO ORDER by Chair Michael Park at 6:30 – ROLL CALL**

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

**Quorum Present**

In Attendance – Zoning Administrator Steve Patmore, Rob Carson (Networks Northwest)

Public – 0

ZA Patmore will be recording the Minutes tonight since Recording Secretary Cindy Kacin is unavailable tonight on medical leave.

**2. AGENDA APPROVAL** Chair Park asked if there were any changes or additions to the draft Agenda. Hearing none, the agenda was approved as presented.

**3. CONFLICT OF INTEREST** – None stated

**4. PUBLIC COMMENT** - None

**5. ITEMS FOR DISCUSSION/CONSIDERATION**

A. Master Plan Update – Status and Schedule (Rob Carson, Networks Northwest)

- Rob Carson noted that, due to their upcoming schedule and staffing, Networks Northwest needs to wrap up the drafting of the Master Plan Update by the end of this year.
- Future Land Use Map has been revised after discussion at last meeting.
- Rob went over his memo dated 10/02/2023 on Future Land Use Districts, and the PC discussed each district in detail. Rob was noting the detailed changes.
- Shoreline Residential Districts (Lake Michigan & Lake Leelanau): Take out references to specific densities. Discussion on short-term rentals. Add language on duplexes and ADU’s under certain circumstances. Consider Best Management Practices. Take out references to other agencies. Re-word language on home-based occupations. Rob to make the detailed changes.
- Medium Density Residential District: Among other discussion, take out references to specific densities. Discussion on short-term rentals. Re-word language on home-based occupations. Rob to make the detailed changes.

- Rural Residential District: Among other discussion, change references from “should” to “may”. Re-word language on home-based occupations. Rob to make the detailed changes.
- Commercial District: Discussion and Rob took notes. Check current parcel size in this district.
- Agricultural District: Discussion and Rob took notes.
- Industrial District: Since the only industrial property is Leelanau Fruit, it was the consensus to include this in the Agricultural District as a Special Use. The Industrial District would be eliminated. Rob stated that Bingham Twp did not have to have an Industrial District because neighboring townships had ones. There is no sewer system available for industrial uses.
- Next step is to work on goals & objectives, implementation, and zoning plan.

**6. APPROVAL OF PRIOR MEETING MINUTES: September 7, 2023:**

Chair Park asked if there were any additions or corrections to the Draft Minutes of the September 7, 2023 PC Meeting. The following change was offered:

- The last sentence of page 1 should be replaced with the following sentence: *“It was agreed that the High Density Residential area will be combined with the Medium Density Residential Area.”*

**Cathy Jasinski/moved, Jeff Layman/supported to approve the minutes of September 7, 2023 as amended above. Motion carried.**

**7. COMMUNICATIONS AND REPORTS**

- Chairperson - Michael Park
- Zoning Administrator - Steve Patmore  
Brief update of Land Use and Short Term Rental Permits.  
Planning - Networks Northwest  
There was nothing to report beyond what was previously discussed.
- Township Board – Jeff Layman  
Township Hall expansion project is proceeding.
- Commissioners Comments  
Condolences were expressed to the Johnson Family on the passing of our former Recording Secretary Marge Johnson.

**8. NEXT SCHEDULED MEETING – November 2, 2023**

**9. PUBLIC COMMENT – None**

**10. ADJOURNMENT (8:30 p.m. unless extended by motion)**

Having no further business, Chair Park adjourned the meeting at 8:18 p.m.

Minutes recorded by Steve Patmore, Zoning Administrator

Minutes approved (as-presented/as-amended) on \_\_\_\_\_.

Cathy Jasinski, Planning Commission Secretary