

Cross Village Township Planning Commission Meeting Minutes

Date: October 1, 2024

Time: 5:30 pm to 6:50 pm

Location: Cross Village Community Center

1. Call to Order

- Meeting called to order 6:00 pm.

2. Approval of Agenda

- Review and approve the meeting agenda by all members present.

3. Approval of Previous Meeting Minutes

- This was the first meeting of the Cross Village Planning Commission.

4. Goal: Development of a Ten-Year Master Plan

- The discussion on the objectives and key focus areas for the township's ten-year master plan included longevity of the project and the need for a public opinion survey. Committee members requested access to adjoining township master plans which are referenced in the appendices.
- Responsibilities for drafting sections of the plan are as follows:
 - Business and Survey lead, Chris Smolak
 - Agriculture, Mary Rapin
 - Natural Resources, Debbie Hindle
 - Coastal Management, Edy Stoughton
 - Residential, Julie Miller
 - Cultural, Donna Wood
 - Steering Committee, Survey, and Tribal issues to include fishing in collaboration with LTTB, Linda Rosalik.
- Milestones for plan completion include the decision to hold quarterly meetings with an exception of the Survey meeting set for November 7th at 9:00 am. The survey needs to be complete for inclusion in the December tax bill.
- Hillary Taylor reminded the commission that a Notice of Intent to Plan should be sent to local communities and stakeholders according to Section 125.3839 of the Michigan Planning and Enabling Act. These are letters notifying adjacent townships of Cross Village, Networks Northwest, the utility and rail companies, The Little Traverse Bay Bands of Odawa Indians, Little Traverse Conservancy, Emmet County, the Road Commission, and State Transportation Division.

5. Review, Approve, and Adopt Bylaws

- The bylaws were presented to the committee members and it was agreed that the planning commission members would read and consider the bylaws for discussion and move to approve at the next meeting.
- A motion was made to nominate Linda Rosalik as chair, the motion was carried unanimously.
- A request for motion was made for secretary, the Planning Commission agreed that Secretarial duties would rotate at each meeting.

6. Agree to Meeting Protocols Using Robert's Rules of Order

- The Planning Commission reviewed Robert's Rules of Order and moved to approve; the vote was unanimous.

7. Public Comments

- The floor was open for public comments, Joan Young stated that she would attend each meeting.

8. Next Steps and Action Items

- The Planning Commission members will form sub committees as necessary to develop survey questions for their discipline. The Planning Commission will meet next on November 7 at 9:00 am to discuss their survey questions for their section of the survey. The Planning Commission will then consider to move to approve these questions for inclusion in the December Tax Bill mailing.
- The Planning Commission members will review the DRAFT bylaws for discussion and move to approve at the next meeting.
- Date and time for the next meeting is November 7, 2024 at 9:00 am.

9. Adjournment

- Motion to adjourn the meeting at 6:50.
- Meeting adjourned at 6:50.

Planning commission members

Linda Rosalik,

Mary Rapin,

Julie Miller,

Edy Stoughton,

Debbie Hindle,

Chris Smolak, and

Donna Wood.

Liaisons to the Cross Village Planning Commission

Emily Procter, Inter-Tribal Extension Educator, Michigan State University Extension, (not present)

Hillary Taylor attended on behalf of Tammy Doernenburg, Director of Planning and Zoning for Emmet County

Partners

Little Traverse Conservancy (not present)

Little Traverse Bay Bands of Odawa Indians (not present)

M119 Tunnel of Trees Scenic Heritage Route Committee (not present)

Cross Village Community Services, represented by Julie Miller

Notes:

- All Commission members should review the draft of the bylaws and the proposed master plan framework before the meeting.
- Public participation is encouraged.

