

**Hamilton Township Planning Commission
Hamilton Township Hall
September 9, 2024, 7:00 p.m.**

REGULAR MEETING MINUTES

PRESENT: Steve Petersen, Sherry DeLoach, William Lawson, David Cerven, Rich Conway and John Young

STAFF PRESENT: Bob May, Zoning Administrator
Robin Young, Recording Secretary

GUESTS: None

1. Call to Order and Roll Call

Chairman Petersen called the meeting to order at 7:04 p.m.

2. Additions/Deletions to the Agenda

Motion by Young/2nd by Conway to add Proposed Amendment to ~~Chapter 1, Section 16.12~~
Chapter 16, Swimming Pool Regulations under New Business. Motion passed unanimously.

3. Approval of Agenda

Motion to approve agenda as amended by Lawson/2nd by DeLoach. Motion passed unanimously.

4. Approval of Minutes for July 22, 2024 Public Hearing and Special Planning Commission Meeting

Motion to approve minutes by Young/2nd by Conway. Motion passed unanimously.

5. Limited Public Comment

None

6. Old Business

a. Planning Commission Bylaws

After discussion it was decided that in future agendas minutes would be approved before agenda items.

Motion by Conway/2nd by DeLoach to approve the Planning Commission Bylaws as written. Motion passed unanimously.

b. Short-Term Rental Committee Update

Young gave an update on what the subcommittee had discussed. Noting that Michigamme Township ordinance was a solid ordinance and the subcommittee decided would be the one to use to draft a Hamilton Township Short-term rental (“STR”) ordinance from.

Young asked May if he had given the Michigamme Township ordinance to the township attorney for review. May stated that he had not been able to reach the attorney. Young stated that he had also not heard back either.

The following issues were discussed:

- Setting a limit for STRs in the township.
- Non transferrable to another property or if the property is sold.
- Applicants to apply every year for a permit.
- Civil infractions being handled by local police/sheriff department. Who would handle ordinance infractions.
- Who would handle STR applications/permits for Hamilton Township.
- Addressing STR application/permits for the 2025 season in a letter to be included in the November property tax mailing.
- Limiting STRs by lakefront property and AG property vs. township wide limit.
- Addressing AG property STRs.
- Subcommittee to make recommendations for an application fee, permit fee and fines as well as a draft amendment at the next Planning Commission in December

Motion by Conway/2nd by DeLoach to put a notice in the November property tax bills for STRs. Motion passed unanimously.

c. Update on a Cell Tower Amendment

May stated that he had provided each commissioner with a copy of the Cell Tower and Swimming Pool Regulation proposed amendments.

May explained that the Swimming Pool Regulation proposed amendment allows for a powered automatic safety cover that meets specific requirement to be used in lieu of fencing for the safety barrier requirement. Per the State of Michigan, it is allowable and the Hamilton Township ordinance needs to reflect that.

After discussion of both proposed amendments May stated that he would email drafts to everyone for feedback. He would have each final draft at the December meeting for the commissioners to vote on.

7. New Business

a. Proposed Amendment to Chapter 1, Section 16.12 Swimming Pool Regulations
May presented this item with the Cell Tower Amendment under Old Business.

8. Adjournment

Motion to adjourn the meeting by Lawson/2nd by Young. Motion passed unanimously. Meeting was adjourned at 8:25 p.m.