

**Au Train Township, Planning Commission  
Organizational Meeting**

Thursday, January 16, 2025 – 6:00pm

Au Train Township Hall - N7569 Spruce St – Au Train, MI 49806

**MINUTES**

- **CALL TO ORDER** - The meeting was called to order by Presiding Chair Cain at 6:08pm, followed by the Pledge of Allegiance.
  
- **ROLL CALL** – Members present: Presiding Chair Jason Cain, Township Board Liaison John Carr, and newly appointed members Scott LaCombe, Scott Smith, and Matt Lang  
  
Others present: Township Supervisor Tom Balmes, Zoning Administrator and Recording Secretary Donna Shields, Peggy Smith, and Wyatt Seaberg
  
- **APPROVAL OF AGENDA** – Motion by Cain, second by Lang to approve agenda as presented. Motion Carried
  
- **APPROVAL OF MINUTES** – Motion by Cain, second by Carr to approve minutes of the December 18, 2024 Planning Commission Meeting. Motion Carried
  
- **ELECTION OF OFFICERS** --
  - Chair** - Nomination made by Carr for Jason Cain as Chair. No other nominations for Chair.  
Carr: yes, Smith: yes, LaCombe: yes, Lang: yes, Cain: yes  
**Jason Cain elected Chair by unanimous vote.**
  
  - Vice Chair** – Nomination by Lang for Scott LaCombe as Vice Chair. No other nominations for Vice Chair. Lang: yes, Carr: yes, Cain: yes, Smith: yes, LaCombe: yes  
**Scott LaCombe elected Vice Chair by unanimous vote.**
  
  - Secretary** – Nomination by Cain for Scott Smith as Secretary. No other nominations for Secretary.  
Cain: yes, Carr: yes, Lang: yes, LaCombe: yes, Smith: yes  
**Scott Smith elected Secretary by unanimous vote.**
  
  - Liaison to ZBA** – Motion by Carr, second by Smith to appoint Matt Lang as PC Liaison to ZBA.  
Carr: yes, Smith: yes, LaCombe: yes, Cain: yes, Lang: yes. Motion carried 5-0  
**Matt Lang appointed Planning Commission Liaison to Zoning Board of Appeals**
  
- **ZONING ADMINISTRATOR REPORT** – Report was presented by ZA Shields and is on file at the Township offices and available for viewing on the Township website.
  
- **PUBLIC COMMENT** – Comments were heard from Wyatt Seaberg, and Supervisor Balmes.
  
- **BOARD COMMENTS** – Comments were heard from Board Liaison Carr.

- **OLD BUSINESS –**
  - a Presentation of the Master Plan Draft by Ryan Carrig of CUPPAD was tentatively scheduled for Thursday, February 13, 2025 at 6pm.
  
- **NEW BUSINESS -**
  - a 2025 schedule of remaining regular meetings of the Planning Commission were set for:  
Thursday, April 17, 2025 at 6:00pm  
Thursday, June 12, 2025 at 6:00pm  
Thursday, August 21, 2025 at 6:00pm
  - b A Conditional Use Permit hearing for Wyatt Seaberg short-term rental at N7768 Ridge Rd, Munising was scheduled for Wednesday, February 12, 2025 at 6:00pm
  - c Bylaws were reviewed and amended as agreed. Amendments to include the addition of a Recording Secretary and their duties; item added on training requirements; item added regarding Ex Parte contact; and item added on site visits. A draft will be presented for final approval at the next meeting.
  - d Training was discussed as per Township Board Policy 2024-004. All Planning Commission members are required to complete one continuing education course for each year they are appointed to the commission. ZA Shields recommends the MSUE Citizen Planner as a first course for all PC members. Training budget is still under discussion at Board level. Further discussion will follow after the budget is set.
  
- **CORRESPONDENCE/ANNOUNCEMENTS –** Chair Cain acknowledged receipt of three e-mails from Duane Newton.
  
- **PUBLIC COMMENT –** None
  
- **BOARD COMMENT --** None
  
- **NEXT MEETING –** Wednesday, February 12, 2025 at 6:00pm
  
- **ADJOURN –** Motion by Carr second by Smith to adjourn at 7:43pm. Motion Carried

Minutes submitted by: Donna Shields, Recording Secretary, to the Au Train Township Planning Commission

Approved: February 12, 2025

Signed: \_\_\_\_\_  
Donna Shields – Recording Secretary

Signed: \_\_\_\_\_  
Scott Smith - Secretary