

**PLANNING COMMISSION MEETING
MINUTES
Wednesday May 6, 2009**

I. Call to Order - Pledge of Allegiance - Roll Call

The meeting was called to order at 7:00 p.m. and opened with the Pledge of Allegiance.

Roll Call **Francis McNamara – present**
 Donald Hartwick – absent w/notice
 Keri Kittmann – present
 John Maahs – present
 Ronald Overton – present
 Richard Turcotte – present
 Ulrika Zay – absent w/notice
 Charles Openlander – present
 Beth Ball – present

Also present – Andrea Polverento, Planning Director

II. Communications Received –

Polverento pointed out that there was information before the Commissioner's regarding the Tri-County Regional Planning Commission is having a forum on the 2035 Transportation Plan. **Polverento** made up a sheet with common accronuims for Planning and Zoning for everyone's references. **Polverento** received comments from Delta Township and SCCUMA regarding the Master Plan and those comments are there as well for everyone. **Polverento** also handed out information addressing a question that came up a few months ago about the Mobile Home Park on Grand River being on sewer. There is also a Planning and Zoning News. **Openlander** thanked **Polverento** for answering the questions regarding the mobile home parks sewer.

III. Agenda Approval

MOTION by **MAAHS** and seconded by **OPENLANDER** to approve the agenda as presented.

Passed 7-0, 2 absent.

IV. Public Comment – Non-Agenda Items - None

V. Approval of Minutes from May 6, 2009, Regular Meeting

MOTION by **MAAHS** and seconded by **MCNAMERA** to approve the 5/6/09 minutes as presented.

Passed 7-0, 2 absent.

VI. Public Hearings - None

VII. Unfinished Business

A. Committee Assignments

Turcotte explained that he asked **Polverento** to make some changes in the Committee assignments for the Ordinance Review Committee.

MOTION by **MAAHS** and seconded by **OVERTON** to approve the Committee Assignments as of 6/2009

Passed 7-0, 2 absent.

B. Case # 09-01 TXT: Wind Energy Conversion Systems

Polverento explained that she started modifying some local wind ordinances in order to meet the Township's needs. After meeting with Delta Township, she really liked their rationale and the way they had devised their ordinance. The draft **Polverento** provided in the packets was modeled after the Delta ordinance. She felt Delta made a greater effort to be inclusive about it, and based on some of the discussions that were held regarding the Master Plan and how the use of alternative energy was to be encouraged, she felt that coincided well with the goals of the Master Plan. **Polverento** noted that it was intended to be feasible for people across the Township regardless of the Zoning District they live in to be able to have options in terms of installing a wind turbine that might suit their needs.

Polverento pointed out that in Delta Township's Ordinance there are requirements for setbacks from property lines but not requirements for setbacks from other buildings on the property. They also use two different tiers of sizes to differentiate between a large and small system. For their small system they used both kilowatt hour requirement and a height requirement. The residential districts they used 50 feet but in the AG and Commercial they used 80 feet to constitute a small system. There were two different definitions for height.

Polverento outlined some of the different material she included in the packets regarding wind energy and the different types of turbines.

Polverento feels that awareness needs to be raised with the public that the Commission is discussing the subject of wind energy. She feels that it is important to get input from the public as much as they can.

Overton feels that **Polverento** has done a great job and that what she has pulled together is a great start. He likes the flexibility of having the different tier sizes. Overton feels that an Open House or Work Session to introduce the plan and discuss the plan would be a great way to get public input on the ordinance. **Polverento** has been in contact with Tonia Olsen from Granger and would like to keep her involved in the planning stages of this Ordinance. **Polverento** suggested picking an evening this summer and sending out invitations for a work session. She also commented that she can send a press release to the newspapers and publicize the session on the Township website.

Maahs asked if it would be useful to have representative from some of the firms to speak at the meeting to bring the public up to speed on the practical end of Wind Energy. **Polverento** explained that Delta Township had two speakers come in and update people.

Kittman asked about putting some of this information on the Township Website and then providing a link where comments could be sent without having to attend a meeting.

Discussion took place regarding some of the issue with the sample ordinance and things that should be looked at. **Turcotte** feels that the focus should be on an “on site use” and an “off site use.” The amount of energy that is fed back to the power grid should make the determination if the turbine is private use or commercial use independent of tower heights and output. **Maahs** agrees that sounds like a good way to proceed. **Overton** does not feel that the height regulations should be dropped in the Ordinance. **Turcotte** feels these are the type of things that should be discussed by the Ordinance Review Committee with public input. **Turcotte** would like the Ordinance Review Committee to set up the public work session and get as much input as they can.

MOTION by **TURCOTTE** and seconded by **OVERTON** to refer the draft Wind Ordinance to the Ordinance Review Committee for discussion and public input.
Passed 7-0, 2 absent.

VIII. New Business

A. Bylaw Review

Polverento explained that Turcotte went through the by laws and made some changes and comments and those are the comments with the “RT” by them. Polverento also made some additional comments. She also has suggestions from George Weitzel, Township Trustee.

Turcotte explained that by in large he feels that the Planning Commission bylaws are excellent. They are ordered correctly, they covered the right type of things and they follow all the correct procedures. In reviewing the bylaws he has noticed a lot of things that the Planning Commission needs to follow more closely. Many of his comments are to modify the by laws to the point where it comes into the regular practice.

Polverento explained that she tried to make titles consistent throughout the document, for example, all references to “chairperson” or “chairman” would now simply say “chair.” She also changed the number with a spelled-out word for the number followed by the numeral in parentheses to standard AP style, that numbers under ten are spelled out and numerals are used for all numbers over ten. She will also change the numbering based on the bylaws that are removed, fix typographical errors and replace the references to previous zoning ordinance sections with the codified section numbers.

Turcotte reviewed the substantive changes, they include:

Requiring officers be planning commissioners;

New officers will assume their duties upon adjournment of the organizational meeting;

Duties of the secretary will include notifying citizens who have asked to have an item on the agenda about their request;

Requiring minutes and a report from the ZBA rep regarding ZBA business;

Planning Commission Meeting Minutes

June 3, 2009

Changing the required number of meetings from ten to nine per year;
Modifying the meeting dates when a regular meeting falls during a holiday week;
Changing the standing committee appointment time to following the organizational meeting;
Modifying the process for dealing with a meeting that has not achieved a quorum;
Special committees may be made up of non planning commission members;
Annual Report and Budget Request bylaws were separated into two bylaws;
Bylaws 2.4, 2.9, 4.2 and 7.0 were deleted.

Polverento will make the changes and bring them back at the next meeting.

MOTION by **MAAHS** and seconded by **KITTMAN** to send updates and omissions to the Planning Director to be presented at the next Planning Commission meeting.

Passed 7-0, 2 absent

IX. Committee and Staff Reports

- A. Executive Committee Report – None
- B. Ordinance Review Committee Report – None
- C. Site Plan Review Committee Report – None
- D. Board of Trustees Report – Draft Minutes 5/18/09 – **Maahs** presented the Board of Trustees Report.
- E. Zoning Board of Appeals - None
- F. Capital Improvements Committee - None
- G. Staff Reports
 - 1. Directors Report, May 2009 - **Polverento** briefly outlined her report.
 - 2. Assistants Report, May 2009
 - 3. Report on CIP training

X. Comments and Questions from Audience, Staff and Commissioners-

XI. Adjournment

MOTION by **OVERTON** and seconded by **McNAMERA** to adjourn the meeting.
Passed unanimously

Meeting was adjourned at 9:36 p.m.

Date approved:

Richard Turcotte, Chair

Beth Ball, Secretary