

**PLANNING COMMISSION MEETING
MINUTES
Wednesday September 2, 2009**

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

The meeting was called to order at 7:02 p.m. and opened with the Pledge of Allegiance.

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

Also present – Andrea Polverento, Planning Director, George Weitzel, Township Trustee, Harriet Smith, Jean Husby and Gloria Miller
Maahs will act as secretary due to the absence of Ball.

II. Communications Received –

Polverento reviewed the correspondence.

III. Agenda Approval

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

Passed 7-0, 2 absent.

IV. Public Comment – Non-Agenda Items

Polverento outlined two volunteer opportunities for the Safe Routes to School program at Wacousta Elementary School.

V. Approval of Minutes from August 5, 2009, Regular Meeting

MOTION by **OVERTON** and seconded by **MCNAMARA** to approve the 8/5/09 minutes as presented.

Passed 7-0, 2 absent.

Approval of Minutes from July 22, 2009, Special Meeting

MOTION by **OVERTON** and seconded by **KITTMAN** to approval the 7/22/09 Special Meeting minutes as presented.

Passed 7-0, 2 absent.

Approval of Minutes from August 19, 2009, Special Meeting

MOTION by **OVERTON** and seconded by **OPENLANDER** to approval the 9/19/09 Special Meeting minutes as presented.

Passed 7-0, 2 absent.

VI. Public Hearings - None

VII. Unfinished Business

A. Master Plan Update Final Review, Resolution 09-022009-01

Polverento outlined the Master Plan Update Final Review and the changes that were made.

Smith asked why the Public Act 116 parcels did not appear on the Future Land Use Map.

Polverento explained that the zoning map and the future land use map are not intended nor should they be the same. The zoning map reflects the current zoning of the parcels. The goal of the FLUM is to look at the Township's desired uses for the land five to 20 years in the future.

Polverento noted that on page 31 of the draft plan, where each of the future land use districts are explained, noting that it specifically makes reference to agricultural preservation and PA 116, and USDA prime and unique farmlands in the text. She also noted that on page 48 there is a new item, a zoning matrix, which is intended to show the correlation between zoning and future land use districts.

Overton explained that in a previous edition of the Master Plan there was a side map that showed the PA 116 lands. **Polverento** explained that was outdated and it is not a map that is updated by the County. She also noted that farmers have the ability to either not renew, or to withdraw from the program at any time.

Polverento offered to go through each of the updates made by Birchler Arroyo. General consensus is that the Commission is fine with the changes. **Polverento** explained that there needs to be a couple changes to the plan, including dates being added and a change to a reference to the airport, so she does not recommend that the Commission pass the resolution tonight.

MOTION by **VERTON** and seconded by **MACNAMARA** to defer action on the Master Plan Resolution adoption until the next regular scheduled meeting.

Passed 7-0, 2 absent.

B. Appreciation of Holly Madill, Non-Motorized Plan, Resolution 09-022009-02

MOTION by **VERTON** and seconded by **MCNAMARA** to waive the reading of Resolution 09-022009-02.

Passed 7-0, 2 absent.

MOTION by **MAAHS** and seconded by **VERTON** to adopt Resolution 09-022009-02 as written.

Everyone agrees that **Madill** did a great job on the plan and deserves recognition.

Roll Call Vote:

Yes – Openlander, Kittmann, McNamara, Hartwick, Turcotte, Maahs, Overton

No – None

Absent - Ball, Zay

Motion Passed, Resolution 09-022009-02 Adopted.

C. Recap Wind Workshop

Polverento feels that the wind workshop was a success. She feels it gave the ORC a great idea of where they need to go with forming an Ordinance regarding wind energy. **Polverento** would like to set a meeting date so the ORC can begin drafting language.

The ORC will meeting date was set for Wednesday September 23, 2009 at 5:30pm.

Overton asked for a little more clarification from the Planning Commission on how they feel the ORC should proceed.

Hartwick has concerns with just addressing the non commercial aspects of wind energy.

Turcotte explained that the residential was the priority to get done first. They are not ignoring the commercial aspect but rather felt the likelihood of that happening soon was not high.

VIII. New Business

A. Educational Opportunity from MAP

Polverento described a training opportunity from the Michigan Association of Planning. She explained that MAP holds onsite training. A planning consultant will be chosen to do the training. There are suggested segments is on the Zoning Ordinance, decision making and the Zoning Board of Appeals. **Polverento** suggested the training be held at the Township in the evening and the PC, ZBA, BOT and staff could attend. The fee is \$800 and there are additional fees for course materials, mileage etc. She has worked with the MAP to bring down those costs some. She expects the additional cost to be somewhere around \$300-\$400, which, if the majority of PC, ZBA, BOT and staff attended would be approximately \$60 per person. She explained there are funds in the planning and zoning training budget to conduct this training if they are interested. She noted that attendance would be very important.

MOTION by **OVERTON** and seconded by **HARTWICK** that the Planning Commission recommend to the Board of Trustees that an expenditure be approved in an amount not to exceed \$1,400.00 for an educational workshop to be conducted by the Michigan Association of Planning for the Planning Commission, Zoning Board of Appeals , Board of Trustees and Township Staff regarding issues in Planning and Zoning.

Overton feels this is substantial training and while it seems like a large expenditure, broken down per person it is very reasonable.

Passed 7-0, 2 absent

B. Clearzoning Demo

Polverento explained that this is a product offered by Birchler Arroyo. **Polverento** showed the product demo CD to the Commission. **Polverento** does not have a cost estimate at this time. **Maahs** suggested that the Planning Commission invite them to come and make a presentation that may convince the commission that they are interested in this product. **Kittmann** asked about the type of code that is noted as "standard." **Polverento** explained it is a form-based code system which is becoming the new standard for zoning ordinances.

IX. Committee and Staff Reports

- A. Executive Committee Report – None
- B. Ordinance Review Committee Report – Draft minutes 8/10/09, **Overton** presented the ORC report.
- C. Site Plan Review Committee Report – None
- D. Board of Trustees Report – Draft Minutes 8/17/09– **Maahs** presented the Board of Trustees report.
- E. Zoning Board of Appeals – Draft minutes 8/12/09, **Overton** presented the Zoning Board of Appeals Report. **Turcotte** asked for the ZBA agenda to be sent to the Planning Commission members.
- F. Capital Improvements Committee - None
- G. Staff Reports
 - 1. Director's Report, August 2009 – **Polverento** briefly discussed her report.
 - 2. Assistant's Report, August 2009

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

XI. Adjournment

MOTION by **OPENLANDER** and seconded by **OVERTON** to adjourn the meeting.
Passed 7-0, 2 absent.

Meeting was adjourned at 8:33 p.m.

Date approved:

Richard Turcotte, Chair

John Maahs, Acting Secretary