

PLANNING COMMISSION REGULAR MEETING MINUTES
Wednesday, July 14, 2010

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 **Beth Ball - present**
 Donald Hartwick - present
 Keri Kittmann - absent with notice
 John Maahs - present
 Francis McNamara - absent
 Charles Openlander - present
 Ronald Overton - present
 Richard Turcotte - present
 Ulrika Zay - absent with notice

Also present - **Andrea Polverento**, Planning Director, **George Weitzel**, Township Trustee.

In the absence of Secretary **Kittmann**, **Maahs** will act as Secretary.

II. Communications Received

Polverento reviewed the correspondence.

III. Agenda Approval

Overton would like to add an item "d" under new business to discuss the bed and breakfast special land use permit regulations.

MOTION by **OVERTON** and seconded by **MCNAMARA** to approve the agenda as amended.

Passed 7-0, 2 absent.

IV. Public Comment - Non-Agenda Items

Polverento provided an update on an ongoing zoning violation.

V. Approval of Minutes from June 2, 2010 Regular Meeting

MOTION by **HARTWICK** and seconded by **OPENLANDER** to approve the minutes of the June 2, 2010 regular meeting as amended.

Passed 7-0, 2 absent.

VI. Public Hearings - None.

VII. Unfinished Business - None.

VIII. New Business

A. Discussion of progress on Master Plan Action Items

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Polverento outlined her staff report. She noted progress on items from the master plan. She also reviewed items that had been discussed but action had not been taken, specifically that wind energy was being addressed, “gateway” items would be taken up by a township Gateway Committee, low impact development techniques have been discussed but not acted on, and farmer’s market regulations have changed at the state level. **Overton** discussed the farmer’s market regulations.

The Planning Commission discussed the issue of permeable pavement, and reviewed the parking requirements to determine if changes needed to be made. **Polverento** will pull together some sample ordinances and make some recommendations in terms of where in the ordinance changes could be made. She will bring it back to the Planning Commission in August or September.

B. Discussion and follow-up on Drain Commission presentation

Turcotte discussed the gap between what the Planning Commission thought the Drain Commission could do as part of site plan review and special land use permits, and what they actually can do.

Overton said that the City of DeWitt has an excellent stormwater ordinance. He outlined their ordinance, explaining that it is often cheaper for the developers to use their regulations, as it generally results in less pavement.

Turcotte suggested that the Township needs some kind of toolkit to ensure that stormwater management is managed properly in areas where the Drain Commissioner does not have authority.

Polverento will provide a copy of the City of DeWitt ordinance to the Planning Commission. **Turcotte** asked if it the DeWitt ordinance was part of the zoning ordinance or if it was separate. **Overton** thought it was separate.

C. Discussion on FEMA Floodplain Maps and Floodplain Overlay Zone

Polverento explained that she attended a recent conference on the FEMA maps and the Floodplain Zone. She presented new preliminary maps from FEMA of the Looking Glass River floodplain. The new preliminary maps use aerial photography, and they are digital, which gives them more application in GIS. She will have the new maps in her office for review at any time.

Overton suggested that **Polverento** notify the Board of Trustees that the maps are available in the Planning and Zoning office for review.

Turcotte would like to see a list of native and invasive plants on the web site. **Polverento** thought MSU Extension had a list, and she will see if it can be posted online.

D. Discussion on bed and breakfast regulations

Overton outlined the bed and breakfast regulations, and that the existing bed and breakfast was hosting activities that were outside these regulations. He questioned whether the weddings and other activities that they are conducting could somehow be

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brought in line with the ordinance regulations in some way. He would like to see the bed and breakfast legal. **Maahs** suggested reviewing the issue and the ordinances that apply to this particular type of business, so that in the event others come to the community, our ordinances allow for the types of things they may want to do. **Polverento** cautioned the Commission that it would be unwise to amend the ordinance to make this operation legal. She also noted the existing bed and breakfast does not have a special use permit; they are basically operating as a legal non-conforming use.

IX. Committee and Staff Reports

- A. Executive Committee Report – None
- B. Ordinance Review Committee Report – Draft Minutes 6/22/10 – No Report.
- C. Site Plan Review Committee Report – None
- D. Board of Trustees Report – Draft Minutes 6/21/10 – **Maahs** presented the Board of Trustees report.
- E. Zoning Board of Appeals – Will meet in July for variance request.
- F. Capital Improvements Committee - None
- G. Staff Reports
 - 1. Director’s Report, May 2010
 - 2. Assistant’s Report, May 2010

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

XI. Adjournment

MOTION by **BALL** and seconded by **OPENLANDER** to adjourn the meeting.
Passed 7-0, 2 absent.
Meeting adjourned at 8:40 p.m.

Date approved:

Richard Turcotte, Chair

John Maahs, Acting Secretary