

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION**

March 14, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Leo Wiley, Chair
Al Leonard, Vice Chair
Jon Andary, Secretary

MEMBERS ABSENT

Ed DeWitt
Jodi Cornwell

Attendance 7

Meeting canceled no quorum present. Chair Wiley requested the meeting rescheduled for Monday, March 21, 2005, at 7:00PM.

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
SPECIAL MEETING**

In Place of the March 14, 2005 Meeting NO Quorum

March 21, 2005

MEMBERS PRESENT

Leo Wiley, Chair

Al Leonard, Vice Chair

Joni Andary, Secretary

Jodi Cornwell

Sally Childs **resigned**

Richard Donaldson **resigned**

4884 W. Curits St.

MEMBERS ABSENT

Ed DeWitt

Attendance 5

Chair Wiley called the meeting called to order at 7:00PM

#1 MOVED: by Al Leonard, second by Jodi Cornwell, to accept the December 13, 2004, meeting minutes as presented. Motion carried.

#2 MOVED: by Al Leonard, second by Jodi Cornwell, to approve the March 21, 2005, meeting agenda as written. Motion carried.

PUBLIC COMMENTS

- Resident John Gaines requested information regarding placing a mobile unit on property for storage purposes.

NEW BUSINESS

Ivan & Shirley Taylor submitted information and application seeking a permit to conduct a home occupation/business called Liquid Liners. Primarily they will spray "bed liners" in pickup trucks. However, the machine they own is mobile and may at times transport it to other locations to spray decks, garage floors, pools ect. The owners have no plans on expanding but would like to put up a sign.

#3 MOVED: by Joni Andary, second by Jodi Cornwell, to approve Ivan & Shirley Taylor home business application as presented. Motion carried.

Discussion held regarding request for quarry permit from Art Reid. Commission members agree to resubmit the judgment back to the judge for interpretation. Court Order was for six years. Art says he agrees and will have his attorney get a letter of interpretation.

Meeting adjourned at 8:30PM.

CORRESPONDENCE

Richard Donaldson-
letter or resignation
January MTA News
February MTA News
March MTA News

Joni Andary, Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION**

April 11, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Al Leonard, Vice Chair
Rick Southwell

MEMBERS ABSENT

Joni Andary, Secretary
Jodi Cornwell
Ed DeWitt
Wesley Jourden

Attendance 3

Meeting canceled no quorum.

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING**

May 9, 2005

4884 W. Curtis St

MEMBER PRESENT

AI Leonard, Vice Chair
Ed DeWitt
Rick Southwell
Wesley Jourden

MEMBERS ABSENT

Joni Andary
Jodi Cornwell

Also, present Richard Oliver, Zoning Administrator

Meeting Called to order at 7:31 PM

#1 MOVED: by AI Leonard, second by Ed DeWitt, to accept the March 21, 2005, meeting minutes as presented. Motion carried.

#2 MOVED: by AI Leonard, second by Rick Southwell to approve the May 9, 2005 meeting agenda as written. Motion carried.

PUBLIC COMMENTS

- Resident Debra Frassetto filed a complaint about a local business; the complaint was forwarded to the Zoning Administrator for investigation.

NEW BUSINESS

Begin update of Master Plan tabled until the next meeting to give the Zoning Administrator time to research more information about the master plan.

Discussion held concerning the Planning Commission bylaws. Members agree to review them at a future meeting.

Meeting Adjourned at 8:08PM

Wesley Jourden, Temporary Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION**

June 13, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Rick Southwell
Wesley Jourden
Brenda Case
Ed DeWitt

MEMBERS ABSENT

Joni Andary, Secretary
Bill Pepler

Also, present Sheila Gaines and Richard Oliver.
Attendance 9

Meeting called to order at 7:35PM.

#1 MOVED: by Rick Southwell, second by Wesley Jourden, to approve the May 9, 2005, meeting minutes as presented. Motion carried.

#2 MOVED: by Rick Southwell, second by Wesley Jourden, to accept the June 13, 2005, meeting agenda as written. Motion carried.

PUBLIC COMMENTS

Liquid Liners owner/operator expressed concerns regarding a letter dated May 20, 2005, to Zoning Administrator Oliver that Planning members did not receive.

NEW BUSINESS

Introduction of new members.

Resignation letters received from Al Leonard, whose term has expired, and Jodi Cornwell. Agenda also includes term of office and election of officers.

#3 MOVED: by Brenda Case, second by Wesley Jourden, to appoint Rick Southwell Chair person for one-year term. Motion carried.

#4 MOVED: by Rick Southwell, second by Brenda Case, to appoint Wesley Jourden, Vice Chair person for one-year term. Motion carried.

#5 MOVED: by Rick Southwell, second by Wesley Jourden, to appoint Brenda Case Secretary for one-year term. Motion carried.

#6 MOVED: by Rick Southwell, second by Wesley Jourden, to recommend re-appoint of Joni Andary. Motion carried.

#7 MOVED: by Brenda Case, second by Wesley Jourden, to request thank you letters sent to members who have recently resigned. Motion carried.

Commission members discuss errors found in by-laws.

#8 MOVED: by Brenda Case, second by Wesley Jourden, to approve amending Section 1.0 Officers 1.1 and 1.2 selection and tenure of officers should read, according to law, terms of one year not three. Motion carried.

#9 MOVED: by Brenda Case, second by Wesley Jourden, to table decision of meeting schedules in Section 3.0 Regular Meetings 3.1. Motion carried.

#10 MOVED: by Brenda Case, second by Wesley Jourden, to amend Section 5.1 (B) in by-laws to read Kinross Charter Township not City. Motion carried.

Commission members reviewed a Home Business Application submitted by Mark Kerckaert for a part-time pet shop. Commission questioned heat, ventilation, hours of operation, types of pets being sold and address of applicant.

#11 MOVED: by Wesley Jourden, second by Brenda Case, to table decision of application pending further research. Motion carried.

DISCUSSION ITEMS

Zoning Administrator Richard Oliver reviewed several items with the Commission.

- Complaint regarding Liquid Liners- Dick explained that he visited the business and owners Ivan & Shirley Taylor and reviewed MSDS sheets; noise level, equipment operation, and parking. There were no obvious appearance of over spray and building has good ventilation. Mr. Oliver stated that the only problem is the parking in the shared driveway otherwise; the business is operating under the guidelines as stated in the application. Zoning Administrator recommends the application changed to request site plan for parking and suggests a parking sign.

#12 MOVED: by Wesley Jourden, second by Brenda Case, to allow Liquid Liners to continue with home business as presented. Motion carried.

Letter will be sent to the complainant regarding findings.

Ivan Taylor owner of Liquid Liners stated that they are planning to build an additional garage with separate access to help elevate parking problems.

- Update on Land Use review by John Campbell- Zoning Administrator explained that John Campbell is reviewing the Land Use and will submit answer in writing.
- Operation of Businesses under old permits- Weiss Auto Sales purchased business from prior owner Franz Jensen. Mr. Weiss has been operating his business under the same application. According to Mr. Weiss, the previous Zoning Administrator told him to go ahead and operate and gave verbal permission for additional vehicles. Zoning Admin Oliver explained that Mr. Weiss has submitted Business Permit Application and a Public Hearing will be scheduled.
- Art Reid Case- According to the judge Art has the right to submit new quarry permit application and the township has the right to approve or deny. Court papers

does say that the business will terminate after a certain period however, further down in the document there is a contradiction. Administrator will review the application and request the Commission schedule a special meeting. Joan Reed from Reed and Associates stated that she had submitted a site plan and requests the Commission review it if a special meeting is scheduled.

- Planning Director position- Zoning Administrator requested that the Commission consider taking over as director of planning.

CORRESPONDENCE

Joni Cornwell Planning member resignation.

Edmond Fortin-Complaint regarding possible “strip yard” Zoning Administrator Oliver stated that the complaint has been taken care of.

Meeting adjourned at 9:05PM.

Brenda Case, Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING/SPECIAL MEETING
WIESS AUTO SALES/ART REID QUARRY**

July 6, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Rick Southwell, Chair
Wesley Jourden, Vice Chair
Brenda Case, Secretary
Marvin Chappa
Ed DeWitt

MEMBERS ABSENT

Joni Andary

Also, present Sheila Gaines and Richard Oliver.
Attendance 16

Chair Southwell called the meeting to order at 7:30PM. Introduction of members.

PUBLIC HEARING

Chair Southwell called the Public Hearing to order at 7:35PM.

The purpose of the Public Hearing is Special use request from Weiss Auto Sales 6431 West M-80. Mary Weiss owner of Weiss Auto Sales purchased the business from Frantz Jensen who the Commission previously approved for a special use permit to sell used vehicles. Mary stated that she was unaware that they were in violation the previous business they owned in Moran did not require her to obtain a special Use Permit because the permit stays with the property not the dealer. Mary explained that as soon as the violation had been pointed out to her they immediately contacted the Townships Zoning Administrator and he scheduled meetings with the Planning Commission to no avail because they never had a quorum. According to Mary Weiss, the previous Zoning Administrator had given her permission to continue operation. Current Zoning Administrator Dick Oliver stated that he became aware of the situation five days of being hired by the township and began working with Weiss right away.

PUBLIC COMMENTS

- Tom Sibbald I am not here to disagree however, I had to have everything in order prior to opening my business here.
- Harley Feole I do not understand what the problem is the property is zoned commercial residential it is a state highway.
- Ken Bartlet we are concerned about well contamination.
- Joan Reed I know other people including myself that have much older vehicles then the ones Weiss Auto is selling.
- Tom Sibbald As a used vehicle sales persona also, I do not think that there is an environmental problem.

Two letters received opposing the special use permit from Richard Donaldson and Sharon Wynn.

Concerns expressed by Commission members regarding visibility of cars coming off Feole Road. Mary Weiss states that the vehicles will be moved back during the winter. Commission also, who their mechanic is if there is an agreement. Mary stated that Pickford Auto takes care of all their vehicles and they have an agreement. Commission member stated that one of the complaints is dust. Members agree that there is less dust coming from the parking lot then the highway.

No additional comments received the Public Hearing closed at 8:05PM.

#1a MOVED: by Brenda Case, second by Ed DeWitt, to approve Mary Weiss's Special Use Permit Application for twenty vehicles

#1b MOVED: by Wesley Jourden, second by Rick Southwell, to table motion 1a pending receipt of mechanics agreement and posting of compliance in office. Motion to amend carried with one no vote.

Commission members discussed extending all current quarry permits until December 21, 2005, this will give the Zoning Administrator and Commission time to review all quarries. Quarry operators will be charged a prorated amount for six months operation.

#2 MOVED: by Rick Southwell, second by Wesley Jourden, to extend the County Road Commission, Northern Sand & Gravel, Lee Thompson, Norris Contracting, Department of Natural Resources, Greg Cornwell and Rudyard Area Schools quarrying permits from 2004 until December 31, 2005, charge will be prorated for the months of extensions. Motion carried.

Discussion held regarding Art Reids quarry operation. Zoning Administrator and Planning members attended court hearing to have the judge interpret previous judgment. The agreement stated, "To terminate" and the judge stated that that meant to terminate current agreement and start from the beginning again. Commission members will need to review.

#3 MOVED: by Marvin Chappa, second by Ed DeWitt, to allow Reid Contractors to continue quarrying until December 21, 2005, with permit from 2003. Cost prorated at one half for extension. Crushing & Screening Monday – Friday 9am – 5:00pm and quarrying Monday – Saturday 7am – 6 pm. Motion carried.

Discussion held regarding Art Reid submitting quarrying permit application fee of \$160.00 in July 9, 2004, receipt #691 Township processed the check however, his permit was denied and reimbursement overlooked.

#4 MOVED: by Rick Southwell, second by Marvin Chappa, to reimburse Art Reid the \$160.00 permit fee paid on July 9, 2004. Reid will continue quarrying operation through December and charged one-half the fee this unify all quarries. Motion carried.

Meeting adjourned.

Brenda Case, Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

JULY 11, 2005

4884 W. Curtis St.

MEMBERS PRESENT:

Rick Southwell, Chair
Brenda Case, Secretary
Ed DeWitt
Marv Chappa
Rachael Fuerer

MEMBERS ABSENT

Joni Andary
Wesley Jourden, Vice Chair
(Approved absence)

Also, present Sheila Gaines, Richard Oliver, and John Campbell
Attendance: 3

Meeting called to order at 7:30 p.m. by Chairman Rick Southwell.

Sheila Gaines, Deputy Clerk administered the Oath of Office to members Rick Southwell, Brenda Case and Marv Chappa.

At 7:40 pm, new member Rachael Furere arrived and Sheila Gaines administered the Oath of Office.

#1 MOVED: by Marvin Chappa, second by Ed DeWitt, to approve the Agenda for the meeting. Motion carried.

Chair Rick Southwell questioned page 3 of the meeting minutes regarding Joan Reed submitting a site plan. Following discussion with Zoning Administer Oliver, it was a lot split between neighbors to merely straighten out their property lines.

#2 MOVED: by Brenda Case, second by Ed DeWitt, to approve as written read the Minutes of the Special Meeting held July 6, 2005. Motion carried.

Mr. John Campbell - Executive Director of the EUP Planning Commission gave us his handouts and suggestions as to how to implement a quality and legal Master Plan, as the one that is now being used has no documentation or evidence. He pointed out various deficits and had several ways to help us initiate the proper standards to begin the new Master Plan. At this time, Chairman Rick Southwell asked Mr. Campbell if he would consider letting us stop on this matter, as there was so much important and probably lengthy material to go over, and let us take care of the Weiss Auto Sales Matter. Mr. Campbell graciously agreed.

#3 MOVED: by Brenda Case, second by Ed DeWitt, to Approve the Special Use Permit of Weiss Auto Sales - with stipulations of: maximum of 20 cars on site, moving vehicles dripping liquids off site within 48 hours, and to keep the row of cars parked nearest to the highway be set back far enough for safe vision off Feole Road. Motion carried with one no vote.

Back to Mr. Campbell:

He went over his handout item by item, indicating all appendix's, etc., that need to be followed up on contaminated areas. We will each need a copy of the Old Master Plan to review before we can summarize what is done and what needs to be done and identify problems. He also expressly advised getting up-to-date aerial township photography, current zoning maps, a new census, etc., public meetings and agreed to help us with the surveys after we collect them, using the tax role.

Recess: 9:03 p.m.

Reconvene: 9:10 p.m.

#4 MOVED: by Ed DeWitt, second by Brenda Case, to appoint Marvin Chappa Planning Commission Representative to the Zoning Board of Appeals (ZBA). Motion carried.

#5 MOVED: by Brenda Case, second by Rachael Fuerer, to table any action on the Planning Director Duties until the next meeting, so we can all review and study exactly what we need. Motion carried.

#6 MOVED: by Marv Chappa, second by Ed DeWitt, to table any action on review of By-Laws until the next meeting so all can study and review them. Motion carried.

PUBLIC COMMENTS:

John Gaines, Booster Member stated he was there to answer questions Mr. Oliver might have re: Storage Facility at the Fairgrounds.

Mr. Oliver, Zoning Administrator presented a site plan and application from the Kinross Boosters to place a Storage Facility behind the fence at the Fairgrounds. He had the only copy.

#7 MOVED: by Brenda Case, second by Rachael Fuerer, to table any action on site plan request from Kinross Boosters for storage facility until our next regular meeting, so each member has a copy of the plan to evaluate and study. Motion carried.

General Discussion:

We still need one more member now that it has been brought to our attention that due to health issues Bill Pepler will not be able to be on our Planning Committee. So, we need to contact Mrs. Andary and see what her plans are on remaining on the Committee. Also, Chairman Southwell recommends that each member has the needed maps, paperwork, by-laws, books, training materials, etc. We also, discussed the saving of postage regarding meeting packets. Rick Southwell, Ed DeWitt, Brenda Case, and Mr. Oliver do not need their packets mailed. Marvin Chappa and Rachael Fuerer request theirs still be mailed. It would probably still be best to mail Joni Andary hers until her position is, in fact known.

RE: Master Plan - During the discussion with Mr. Campbell a time line about one year was what it would amount to before a new Master Plan could be implemented, so we will have to work diligently and carefully to avoid any errors and to work closely with Zoning Administrator, Oliver.

Meeting adjourned at 9:40 p.m.

Brenda Case, Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION MEETING
REGULAR MEETING**

August 8, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Rick Southwell, Chair
Wesley Jourden, Vice-Chair
Brenda Case, Secretary Ed DeWitt
Joni Andary
Marvin Chappa (late due to ZBA meeting)
Rachael Fuerer (late)

MEMBERS ABSENT

ATTENDANCE: 2

Chairman Rick Southwell called the Meeting to order at 7:32 pm.

#1 MOVED: by Brenda Case, supported by Wesley Jourden, to approve the agenda. Motion carried.

#2 MOVED: by Ed Dewitt, supported by Rick Southwell to approve the previous meeting's minutes as read. Motion carried.

PUBLIC COMMENTS:

Opened at 7:48pm.

Gary Hancett introduced himself and indicated that he would like to open a gravel pit on his property on Tilson Road by the intersection of Spiral Dam Road, near the dam, due to the proposed State work in the area. Chairman Southwell directed Mr. Hancett to proceed with the application process.

NEW BUSINESS:

#3 MOVED: by Wesley Jourden, supported by Rachael Fuerer, to deny the Special Use Application by the Kinross Boosters re: storage house trailer on the Fair Grounds. Motion carried.

FEE PERMIT SCHEDULE:

Per the KCT Zoning Ordinance 18.04 (page XVII1-2) and 21.01 (page XXX-1) The PLANNING COMMISSION is in accord that these fees are not being collected, nor a Complete and Comprehensive Detailed Fee Schedule for each and every type of Permit issued by the Township has not been compiled. These fees would help cover all the related expenses to ensure the validity and legality, etc., of each type of Building, Business, Land Use, [etc. to](#) conform to the KCT Zoning Ordinances.

#4 MOVED: Joni Andary, supported by Marvin Chappa to contact the Township Board requesting a Set Rate for All Fee Permits with a schedule of details and requirements Motion carried.

REVIEW OF THE MASTER PLAN:

#5 MOVED: by Rick Southwell, supported by Ed Dewitt to formally start the process of updating the current Master Plan. Motion Carried.

Letters to the surrounding Townships, Utility Services, etc, will be reviewed at our next meeting.

REVIEW OF BY-LAWS:

#6 MOVED: by Marvin Chappa, supported by Joni Andary, to move our Regular Meetings from the 4th Monday of each month to the 2nd Monday of each month. Motion carried.

Formal notice to the Public will need to be done.

BUDGET SHEET:

After looking at the budget sheet in our packet, it was noticed that we need a more current budget sheet. As we will probably need some Legal Advice and there is no money in the sheet budgeted for Legal Expenses a more up to date Budget Sheet is required.

GENERAL DISCUSSION:

As we have no Planning Commissioner or Director re: Master Plan, Rick Southwell will be delegating responsibilities to different Members of the Planning Commission while working on the Master Plan, along with getting help from Mr. John Campbell and Mr. Richard Oliver. Brenda Case brought to the attention of the Members that there is no zoning ordinance regarding Swimming pools and fencing. Unsecured pools could result in a tragedy. Chairman Southwell delegated her to research surrounding townships and the MTA to see what the usual code or zoning ordinance is and to report her findings at the next meeting.

#7 MOVED by Wesley Jourden, supported by Marvin to adjourn. Motion carried at 9:15 p.m. to meet again on September 12th, 2005, at 7:30 p.m.

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING**

September 12, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Rick Southwell, Chair
Wesley Jourden, Vice Chair
Brenda Case, Secretary
Ed Dewitt
Rachael Fuerer
Marvin Chappa

MEMBERS ABSENT

Joni Andary

Chairman Rick Southwell called the meeting to order at 7:30 p.m.

#1 MOVED: by Wesley Jourden, supported by Ed Dewitt, to approve the agenda. Motion carried.

#2 MOVED: by Ed Dewitt, supported by Rachael Fuerer to approve the August 8, 2005 meeting minutes as read. Motion carried.

PUBLIC COMMENTS

None

NEW BUSINESS

Commission reviewed new budget and noticed an 8% reduction going to the Assessor. Discussion regarding training and legal fees, if needed would have to be allocated in the next year's budget.

#3 MOVED: by Ed Dewitt, supported by Wesley Jourden, to confirm and accept the new by-laws for the Planning Commission, providing the final copy reflects the change in the monthly meeting date to the 2nd Monday of each month as the regular meeting date. Motion carried.

#4 MOVED: by Marvin Chappa, supported by Wesley Jourden, to recommend the abolishment of Ordinance 7A Section 2 of the Uniform Traffic Code. Brenda will write a letter to the Board. Motion carried.

#5 MOVED: by Marvin Chappa, supported by Wesley Jourden, to incorporate Ordinance #9 into Section 3.22 (Greenbelt) as a step towards eliminating Stand-Alone Ordinances, which are difficult to enforce. Motion carried.

#6 MOVED: by Marvin Chappa, supported by Ed Dewitt, to send out our Letters of Intent to update the Master Comprehensive Plan to the surrounding Townships and Utility Service Providers. Motion Carried.

DISCUSSION

- Brenda Case reported that fencing around swimming pools, spas, above ground pools, etc, was covered by the Michigan Building Code and the code does require specific fencing and self latching gates. Discussion with Mr. Oliver will take place later as swimming pool season is almost over.
- Rick Southwell urged all members to look over the old Master Plan survey and other documents so that we can all have input at the next meeting to compile what the survey should entail.
- Brenda Case also brought up that she could not find any minutes for the Special Meeting where the Planning Commission approved Reid Quarry Permit. She will ask Sheila.

CORRESPONDENCE

Letter of resignation from Joni Andary

Hello MTA - Q & A

Letter from Bruce Township- update of Master Plan

Meeting adjourned at 8:30 p.m. Next meeting October 10, 2005 at 7:30 p.m.

Brenda Case, Secretary

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION REGULAR MEETING**

October 10, 2005

4484 W. Curtis St.

MEMBERS PRESENT

Rick Southwell
Ed Dewitt
Brenda Case
Marvin Chappa

MEMBERS ABSENT

Rachael Fuerer (approved)
Wesley Jourden (approved)

Also, present Richard Olliver, Zoning Admin

Chair Rick Southwell called the meeting to Order at 7:38 p.m.

#1 MOVED: by Marvin Chappa, supported by Ed DeWitt, to approve the agenda. Motion carried.

#2MOVED: by Marvin Chappa, supported by Ed Dewitt, to approve the minutes of the previous meeting as ammended to read " the budget was reduced by \$8000. 00, not 8%, and that the money went to the Assessing Department, not to just the Assessor. Motion Carried.

PUBLIC COMMENT

None

DISCUSSION

Mr. Olliver took the floor and was very informative and sharing with information regarding the set back requirements, and giving us directions of updating the Master Plan. He also has some concerns about future gravel pits and the speed at which the gravel trucks, especially, travel on the Private Roads, and gave a "heads up" for us to consider when considering renewing or issuing new gravel pit operations sites. We will need to contact the Chippewa County Road Commission and request a speed limit signs, and also see if we can suggest that a speed restriction be incorporated into gravel pit licensing from the County. He also, along with other members of the Commission, mentioned that weiss's seem to be going over their 20 vehicle limit and that we might want to keep this in mind when a variance comes before us in the future. Mr. Olliver will also be bringing in some more current surveys.

NEW BUSINESS

Brenda will contact MSU to determine exactly what and who the survey from them requires, and if there are any time constraints. We still need to find MINUTES of the town meeting for the (old) Master Plan. After discussion it was determined to look in early 1994.

#3 MOVED: by Marvin Chappa supported by Rick Southwell that a request be made to ask Sheila Gaines to insert into the Oct. 21st, Township Newsletter, (please) a notice (fairly big and hopefully in color!) worded to the effect that..."On December 12th, 2005 at 7:30 p.m. at the KCT Hall, there will be a PUBLIC INPUT MEETING for all KCT residents. You are all cordially invited to come and let your concerns, ideas, needs, and dislikes be known so we can assess and formulate an update on the current Comprehensive Plan that will truly represent our community. Your input is 100% needed and welcomed. Signed Planning Commission.
Motion Carried.

GENERAL DISCUSSION

It was agreed upon by all that we all need current and up to date maps. We all have maps, but they have different markings on them. Mr. Olliver will see what he can do.

Chair Southwell advised us all to go through the July 11, 2005 minutes and review the requirements that Mr. Campbell advised us that had to be done re: Comprehensive Plan.

Brenda will talk with Joe re: getting the Notice on the Website.

An email from Supervisor Oberle to Jeff Hagen was read re: working on the Comprehensive Plan and reply was read.

OLD BUSINESS:

The minutes of the Special Meeting of July 6, 2005, re: Weiss Auto and Reid Gravel are requested by Marv Chappa and Rick Southwell to be copied and placed in each packet for the next meeting and placed on the Agenda to be properly voted on. Our By-Laws are finally complete and thanks to Sheila for working so hard to get them done.

#4 MOVED: by Brenda Case supported by Ed Dewitt to adjourn. Motion carried

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING**

November 14, 2005

4484 W. Curtis St.

MEMBERS PRESENT

Rick Southwell, Chair
Wes Jourden, Vice Chair
Brenda Case, Secretary
Rachael Fuerer
Marvin Chappa
Ed Dewitt

Chair Rick Southwell called the meeting or order at 7:30 p.m.

#1 MOVED: by Marvin Chappa, second by Ed Dewitt, to approve the October 10, 2005 regular meeting minutes and the July 6, 2005 special meeting minutes. Motion Carried.

#2 MOVED: by Brenda Case, second by Wesley Jourden, to approve tonight's agenda. Motion carried.

PUBLIC COMMENTS

None

NEW BUSINESS:

#3 MOVED: by Marvin Chappa, second by Wesley Jourden, to approve the 2006-2007 budget as proposed. Motion Carried.

There was much discussion on this budget. As we are all new members, Training will be an important part for this committee. If the expense allowance is not increased for training, then the knowledge of this committee will be greatly limited. It was also agreed to adjust line items as needed.

MASTER PLAN UPDATE

#4 MOVED: by Rachel Fuerer, second by Rick Southwell, to continue with what the law requires and have public input meeting to coincide with our regular meeting on December 12, 2005, at 7:30 p.m. Notices will need to be placed in the Evening News, Community Voice, the Township, KCT Website, and a Special Newsletter sent to all registered addresses in KCT. We will need help from Sheila on this. Brenda will talk to Sheila and see how to do this. Motion Carried with 1 no vote.

REVIEW OF ZONING MAPS:

After much research, we have found several instances of written changes in the zoning maps, but the maps do not reflect these changes. We would like current and correct maps as soon as it can be done. Mr. Oliver's office has been notified. It is difficult to look at several maps, some dated September of 1999, and then try to figure out what is zoned what. Also, Chairman Rick Southwell needs a Zoning Ordinance Book.

CORRESPONDENCE:

- MTA News for October and November
- May 2005 Recreation Survey
- Mr. Hufnagel `s Letter of interest in joining the Planning Commission was read and approved. We thank the Supervisor for the courtesy "cc".

Brenda will tally up the MSU survey and mail back.

RE: Jeff Hagan Land use plan - we are doing much of the "legwork" ourselves and will be contacting Mr. Campbell directly if we need any more directions. The only possible snag, which we are working on an alternative already, is the aerial photography.

Meeting adjourned.

Brenda Case

**KINROSS CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING
PUBLIC INPUT REGARDING MASTER PLAN UPDATE**

December 12, 2005

4884 W. Curtis St.

MEMBERS PRESENT

Rick Southwell, Chair
Wesley Jourden, Vice Chair
Brenda Case, Secretary
Marvin Chappa
Ed DeWitt

MEMBERS ABSENT

Rachel Fuerer

Also, present Sheila Gaines, Marvin Besteman, Jason Oberle, Dan Mitchell, Richard Oliver and Vicki Ulrich.

Attendance 45

Chair Southwell opened the meeting at 7:30PM and led the Pledge of Allegiance.

#1 MOVED: by Marvin Chappa, second by Ed DeWitt, to approve the December 12, 2005, meeting agenda as presented. Motion carried.

#2 MOVED: by Marvin Chappa, second by Wesley Jourden, to accept the November 14, 2005, meeting minutes with correction to motion #3 to insert the word “*budget*” Motion carried.

Chair Southwell explained to everyone that part of the meeting to night is to receive public input concerning the update of the Master Plan. Further explained that the comments received will be incorporated into a survey for the update of the master plan.

PUBLIC COMMENTS: MASTER PLAN UPDATE

- Richard Donaldson- what is the status of the M-80 project?
- Ann Trotter- What is the hours at the Recreation Center. I feel they should be open on the weekends to accommodate the children.
- Pat Haskell- How long is this master plan good for?
- Rebecca Fischer- Can something be done about the garbage that is left at the end of driveways.
- Herman Calkins- What is the township planning to do with building 152?
- Rebecca Fischer- How about a leaf pick up program such as what the Sault has.
- Pat Haskell- several years ago I done a poll in the area and most people would like to “family” restaurant with no bar, barbershops and motels.
- John Gaines- the township needs to reestablish the EDC.
- Clayton Hufnagel- this community lacks infrastructure. Small businesses are what want to come here. We need to look at our education beyond high school.

- Helen Wilkins- This township needs to make an effort to work with the businesses that are already here.
- David Nainen- the buildings at the fairgrounds are looking rough. We need some type of winter activities at the grounds.
- Julie Southwell- the equipment on playground at the fairgrounds is in major need of replacement or repairs. Let's take care of what we already have here.
- Alice Polack- we need a senior citizens facility. Our community is beautiful and would make an excellent place for some type of retirement or assisted living.
- June Thompson- Meals for seniors and adult foster and geriatric care is something we also need.
- Bill Oberle- We should consider a "second harvest" program.
- Herman Calkins- the township needs to have more control over our green space.
- Laura Marken- How about shoveling of our sidewalks in the wintertime.
- David Gaines- I would like to see horse trails, walking paths, extended snow mobile and ORV trails. The DNR have trails but the residents have no access to them. Think about expanding the trail system in the five-year plan.
- Joan Reed- the set back requirements should be looked at and adjusted.
- Richard Donaldson- Correct the zoning violations. The current Zoning Admin is a great job taking of violations.
- Public boat launch, police on foot, fencing around swimming pools, preservation of green space, tear down boarded up houses, blight ordinance enforcement, and charge for home business applications.
- David Gaines- the township needs to look into an ordinance for yard sale signs and start fining people who do not take them down in a timely fashion.

Recess: 9:00PM

Reconvene: 9:15PM

NEW BUSINESS:

#3 MOVED: by Marvin Chappa, supported by Wes Jourden, to approve the HOME APPLICATION submitted by Joe Paczkowski, 63 Evergreen Drive for a Website Design/Maintenance and Repair Business. Motion Carried.

There was a substantial amount of discussion re: this application Pastor Moses stated his need and although the Commission commiserated with said need, Mr. Oliver took the floor and pointed out the need for Handicap Accessibility that would be cost prohibitive. Parking was another matter. Mr. Oliver advised Pastor Moses to contact the KCT Property Manager to see if the Township had a more suitable building for rent.

#4 MOVED: by Brenda Case, supported by Wes Jourden, to deny the SPECIAL USE APPLICATION submitted by the Open Door Baptist Church. Motion Carried.

#5 MOVED: by Ed DeWitt, supported by Brenda Case to table until our next meeting going over the re-designed Home Occupation Business Permits. Motion Carried.

#6 MOVED: by Wes Jourden, supported by Rick Southwell to start meeting twice a month, beginning in January, 2006, on the 2nd and 4th Mondays, due to all business we are dealing with now. Motion Carried.

#7 MOVED: by Wes Jourden, supported by Marv Chappa, to recommend the Township Board approve Mr. Hufnagels appoint to the Planning Commission to fill the current vacancy and to keep Mr. William G. Oberle's letter on file for any future vacancy. Motion Carried.

CORRESPONDENCE:

MTA October News

MTA November News

May 2005 Recreation Survey Results

Clayton Hufnagel Letter of interest

Jeff Hagan Land use plan

Meeting adjourned.

Brenda Case, Secretary