

**PLANNING COMMISSION
REGULAR MEETING**

January 8, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Barb Hampton
Robert Jones
Kathy Noel

MEMBERS ABSENT:

John Kane

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 P.M.

MOTION #1: by Kathy Noel, second by Barb Hampton, to approve the agenda for January 8, 2018, as presented. Motion carried.

MOTION #2: by Kathy Noel, second by Bob Jones, to accept minutes of December 11, 2017, as written. Motion carried.

CHAIRMAN'S REMARKS:

Chairman Brood wished everyone a Happy New Year.

OLD BUSINESS:

Members reviewed edits to Ordinance #3.

MOTION #3: by Kathy Noel, second by Bob Jones, to accept Ordinance #3 with edits as presented. Motion carried.

Members reviewed edits to Ordinance #40.

MOTION #4: by Barb Hampton, second by Bob Jones to accept Ordinance #40 with edits as presented. Motion carried.

Members reviewed Ordinances #55, #57 and #58. No action required as Ordinances remain unchanged.

Members reviewed edits to Ordinance #20, and identified some format alterations required on page 14. Ordinance will be given to Judy Wright for final edits.

Members began their review of Ordinance 1.100 Zoning Ordinance.

There being no further business, the meeting was adjourned at 7:57 P.M.

John A. Kane, Secretary

Minutes taken & typed by Kathy Noel

Cancellation Notice

The regular Planning
Commission meeting on
Monday, February 12, 2018,
is cancelled.

**PLANNING COMMISSION
REGULAR MEETING**

March 12, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones

MEMBERS ABSENT:

Barb Hampton
John Kane

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:35 p.m.

MOTION #1: by Kathy Noel, second by Robert Jones, to approve the agenda for March 12, 2018, as presented. Motion carried.

MOTION #2: by Kathy Noel, second by Robert Jones, to accept minutes of January 8, 2018, as written. Motion carried.

OLD BUSINESS:

Members continued review of Ordinance #1.100.

There being no further business the meeting was adjourned at 7:45 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright

**PLANNING COMMISSION
REGULAR MEETING**

April 9, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
Barb Hampton

MEMBERS ABSENT:

John Kane

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by Kathy Noel, second by Barb Hampton, to approve the agenda for April 9, 2018, as presented. Motion carried.

MOTION #2: by Kathy Noel, second by Robert Jones, to accept minutes of March 12, 2018, as written. Motion carried.

NEW BUSINESS:

Members discussed sections of the Zoning Ordinance (#1.100) that might affect having a tiny home development in the community. Barb Hampton will forward information that she has gathered for the other members to review about changes other communities have made.

Members Arthur Brood and Barbara Hampton confirmed that they would agree to serve another three year term when their present terms expire in May 2018.

OLD BUSINESS:

Members continued review of Ordinance #1.100.

There being no further business the meeting was adjourned at 8:00 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright

**PLANNING COMMISSION
REGULAR MEETING**

May 14, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
Barb Hampton
John Kane

MEMBERS ABSENT:

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by Barb Hampton, second by Kathy Noel, to approve the agenda for May 14, 2018, as presented. Motion carried.

MOTION #2: by Kathy Noel, second by Robert Jones, to accept minutes of April 9, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

I have spoken to the Zoning Administrator in Sault Ste. Marie about tiny houses. He stated that they are in a holding pattern at the moment, but will let me know if they begin working on zoning for them. We should review the materials that were distributed tonight for our next meeting.

I will be out of town when the June meeting is scheduled. If there are no objections, we will cancel the June meeting.

NEW BUSINESS:

NONE

OLD BUSINESS:

Members continued review of Ordinance #1.100.

There being no further business the meeting was adjourned at 8:00 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright

Meeting Cancellation

Planning Commission

Regular Meeting of Monday,

June 11, 2018

Is Canceled

**PLANNING COMMISSION
REGULAR MEETING**

July 9, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
Barb Hampton
John Kane

MEMBERS ABSENT:

Also in attendance: Representatives of Bay Leasing & Rental, Zoning Administrator Calkins, Township Supervisor Moore, Police Chief Micolo, and Judy Wright/

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by John Kane, second by Robert Jones, to approve the agenda for July 9, 2018, with the addition of a discussion of fireworks regulation. Motion carried.

MOTION #2: by Kathy Noel, second by John Kane, to accept minutes of May 14, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

NONE

NEW BUSINESS:

The commissioners reviewed the site plan presented by Bay Leasing & Rental. Zoning Administrator Calkins informed the commissioners that he had spoken to the applicants about positioning their proposed building so that the doors faced the street, that the setbacks would need to be 20' at the rear and 10' on each side, and that for aesthetic purposes he would prefer another location within the Riley-Meehan commercial district. The applicants are in agreement with the zoning administrator's suggestions and will contact the Township Board about an alternative location.

MOTION #3: by John Kane, second by Barb Hampton, to approve the zoning application for the construction of a four bay garage as a special use in the Riley Meehan commercial district with the submission of a new site plan that includes the setbacks, repositioning of the building and a minimum of 12 parking spaces to the zoning administrator. Motion carried.

OLD BUSINESS:

Police Chief Micolo and Township Supervisor Moore brought several concerns to the commissioners regarding fireworks regulation within the special assessment district, such as:

- The State deems violations to be civil infractions.

- Need to know if the District Court will work with us on prosecution.
- Would like to limit use to the 10 national holidays.

It was discussed that the Township has a civil infractions ordinance developed which details the necessary procedures and personnel. It is unclear if the ordinance was ever adopted by the Township Board.

MOTION #4: by Kathy Noel, second by Barb Hampton, to recommend that the Township Board adopt the Civil Infractions Ordinance #1.132 and proceed with the establishment of a Municipal Ordinance Violations Bureau. Motion carried.

Ordinance #1.109 will be reviewed next month for addition of new information regarding fireworks regulations.

There being no further business the meeting was adjourned at 7:30 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright

**PLANNING COMMISSION
REGULAR MEETING**

August 13, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
John Kane

MEMBERS ABSENT:

Barb Hampton

Also in attendance: Zoning Administrator Calkins and Judy Wright.

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by John Kane, second by Robert Jones, to approve the agenda for August 13, 2018, with the addition of a discussion of fireworks regulation. Motion carried.

MOTION #2: by John Kane, second by Kathy Noel, to accept minutes of July 9, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

NONE

NEW BUSINESS:

Zoning Administrator Calkins updated the commission on the issues that have come up over the past month.

OLD BUSINESS:

The Nuisance Ordinance #1.109 was reviewed in light of the Township Board adopting the Civil Infractions Ordinance #1.132.

MOTION #3: by Kathy Noel, second by John Kane, to eliminate "*On Sundays through Thursdays*" from Section 5.1(2a). Motion carried.

MOTION #4: by Kathy Noel, second by John Kane, to replace "*without exception*" in Section 5.1(1) with "*except between the hours of 1:00 a.m. and 7:00 a.m.*". Motion carried.

MOTION #5: by Kathy Noel, second by John Kane, to replace "*punished by a fine ... and imprisonment*", in Section 8: Penalties, with "*subject to penalty as prescribed in the Civil Infraction Ordinance #1.132.*". Motion carried.

The commissioners continued review of Ordinance #1.100.

There being no further business the meeting was adjourned at 7:30 p.m.

John A. Kane, Secretary

**PLANNING COMMISSION
REGULAR MEETING**

September 10, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Barb Hampton
Robert Jones
Kathy Noel

MEMBERS ABSENT:

John Kane

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:31 P.M.

MOTION #1: by Barb Hampton, second by Bob Jones, to approve the agenda for September 10, 2018, as presented. Motion carried.

MOTION #2: by Kathy Noel, second by Bob Jones, to accept minutes of August 13, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

Chairman Brood advised that he has been appointed to the Zoning Board of Appeals, which will conduct a meeting on Thursday night, September 13, 2018.

NEW BUSINESS: None

OLD BUSINESS:

Members continued their review of Zoning Ordinance No 1.100

There being no further business before the Commission, the meeting was adjourned at 7:26 P.M.

John A. Kane, Secretary

**PLANNING COMMISSION
REGULAR MEETING**

October 8, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
John Kane

MEMBERS ABSENT:

Barb Hampton

Also in attendance: Township Board Trustee Carla Sare, Police Chief Joe Micolo, and Judy Wright.

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by Kathy Noel, second by Robert Jones, to approve the agenda for October 8, 2018. Motion carried.

MOTION #2: by Kathy Noel, second by Robert Jones, to accept minutes of September 13, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

Happy birthday Bob!

NEW BUSINESS:

Propane gas filling station: After much discussion about the lack of communication between the Commission and the Zoning Administrator it was decided that a certified letter be sent to Webster & Garner. The letter should state that the area in which they have located is residential/commercial and that the type of business is not listed as an approved use even with a special use permit. It should further ask them to apply for a zoning variance since the approval error was on the part of the Township, not them.

Towing of Junk Vehicles: Chief Micolo asked that the Commission add wording to Ordinance #1.107 (Junkyard & Junk Vehicle Ordinance) that says that vehicles meeting the conditions stated in the ordinance would be towed, at the owner's expense, if the vehicle was not removed within 10 days of being notified.

MOTION #3: by Kathy Noel, second by John Kane, to add the wording from the Legal Notice of Violation as Paragraph 5.5 in Ordinance #1.107. Motion carried.

Permit Fees: Zoning Administrator Calkins asked that the Commission review the fees charged to residents for zoning related permits, etc. It was decided that changes would be tabled until it could be determined how the existing fees were calculated and whether the Township was in line with neighboring Townships.

OLD BUSINESS:

Ordinance review: Because the Commission was already making a change to Ordinance #1.107, the balance of the ordinance was reviewed for necessary grammatical changes. An updated copy will be reviewed at the next meeting.

October 8, 2018

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There being no further business the meeting was adjourned at 7:55 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright

**PLANNING COMMISSION
REGULAR MEETING**

December 10, 2018

4884 W. Curtis St.

MEMBERS PRESENT:

Arthur Brood
Kathy Noel
Robert Jones
Barb Hampton

MEMBERS ABSENT:

John Kane

Also in attendance: Judy Wright.

CALL TO ORDER:

Chairman Brood called the meeting to order at 6:30 p.m.

MOTION #1: by Robert Jones, second by Barb Hampton, to approve the agenda for December 10, 2018. Motion carried.

MOTION #2: by Kathy Noel, second by Robert Jones, to accept minutes of October 8, 2018, as written. Motion carried.

CHAIRMAN'S REMARKS:

The Township Board has asked us to investigate the recreational marijuana regulations that will be needed. Would it be possible to put a moratorium on accepting applications for marijuana retail locations until the state formulates rules?

NEW BUSINESS:

MOTION #3: by Barb Hampton, second by Kathy Noel, to request that the Township Board allocate the same dollar amounts to the 2019-2020 Planning Commission Budget. Motion carried.

OLD BUSINESS:

Propane gas filling station:

MOTION #4: by Kathy Noel, second by Barb Hampton, to approve the zoning variance for Propane Properties, LLC at 2575 W. M80. Motion carried.

Permit Fees: In checking with neighboring townships, Chairman Brood found that Rudyard Township has no fees for zoning permits and that Pickford Township charges \$20.00. Commissioners reviewed and discussed the Zoning & Ordinance Fee Schedule (revised 02/13/06). Several changes are suggested for Township Board approval.

MOTION #5: by Arthur Brood, second by Barb Hampton, to request that the Township Board approve changes to the Zoning & Ordinance Fee Schedule as presented. Motion carried.

There being no further business the meeting was adjourned at 7:45 p.m.

John A. Kane, Secretary

Minutes taken and typed by Judy Wright