

PLANNING COMMISSION MEETING MINUTES - APRIL 16 2024

The meeting was called to order at 3:30 by chairperson Larry Shaffer.

MEMBERS PRESENT: Larry Shaffer, Phil Bontrager, Lou Lundquist, Rob Lowe, Walt Mixon, Jenny Irvine, Christine Lundquist
Consultant, Pat Coleman, joined the meeting via zoom.

AGENDA: The agenda was approved on a motion by Christine with support by Rod.

MINUTES: The minutes from March 26, 2024 were approved on a motion by Phil with support by Rod.

PUBLIC COMMENT: None at this time.

ZONING ORDINANCE REVIEW: Larry noted that the secretary had reviewed past minutes against the new draft and identified several items for review.

Sec. 4.3.3 - "Condominium Developments" needs to be changed to "Multi-family Dwellings".

Sec. 4.3.12 - It was noted that the minutes from November 30 2023 indicated future sales in the Inland Buffer Zone must be 20 acres or more except for smaller lots already in existence. Pat indicated this would be handled in Table 5.

Page 4-11 - It was questioned if "General Retail Establishments" should list bay and RC districts. Pat said it should not be changed.

Page 4-13 - It was asked if "lodging/accomodations" should have RC district in all categories. Pat indicated they will all be subject to site plan review. Walt asked if the "Boarding Houses and Bed & Breakfast" category should add the RR district. Pat agreed it should be added. Walt asked about "Resorts" and should we expand the districts. Jenny suggested adding the GC district and Pat thought that would be okay.

Page 4-19 under "'Utilites and Public Service Installations" it was asked if prohibited districts should be added under Commumication Towers. Pat indicated they would only be allowed in listed districts so there would not be a need to list prohibited districts.

Jenny asked if the table/chart of zones could be put in the open space on page 4-6 or referenced in the 'permitted district" column.

Table 4-2 - Jenny previously suggested that electric car charging stations and electric rentals be added to the chart. Pat agreed that would be a good addition and will add those for commercial use into the GC & DD districts. Discussion ensued regarding existing facilities outside those districts that might want to install one for their customers. It was agreed it might be possible to provide for their customers if they go through the special use process.

On Table 5-1 Walt had noted at the November meeting that many parcels do not fit into this table. Phil noted this relates to "new lots" and does not affect current homes. It was decided to leave the table as is.

Sec. 10.6 - It was agreed to keep the verbiage indicating special land use stays with the property. Pat noted that it can be transferred to a new owner but not expanded upon if it is non-conforming.

10.12.25 - It was agreed that section 14 parking requirements should be referenced in Multiple Familty Development.

On page 10-10, Sec 10-12-10, Phil asked if “accessory dwelling units” need size requirements similar to those noted for “tiny houses”. Members questioned what happens when the original “use” no longer exists. Pat indicated it is a special use and could not be used for other things. Phil noted it does not have to be a separate building.

On page 10-14, sec 10-12-27, it was noted the Township shooting range is in the RR district not the GC. Pat indicated it will continue as non-conforming.

On page 10-16 Sec 10-12-31, it was questioned if Bay, LS&R, and FR should be added under B. Reviewing maps, it was determined it is not necessary to add them because they are beyond the distance requirements listed. However, based upon the map review, it was agreed that RF should be added.

The next item involved St rentals. Pat suggested that the Commission needs to meet and make decisions on this whole section before we spend a lot of time on it. Larry will try to schedule a special meeting for April 30 at 3:30pm. Christine requested a minute to note items for the other commission members:

Under B, should we add “currently registered”

Page 10-19, should we reference Section C standards?

Page 10-20 #4, there was a question in the March 12 minutes about creating “buffers” and required notifications.

Page 10-20 #10, the March 12 minutes indicate a new owner will be treated the same as a new applicant.

Page 10-21 #4 It should be noted parking cannot block an alley. #5 there are questions about who is responsible to know applicable ordinances and codes. #2 -Phil thinks neighboring property owners should be given local contact information.

Page 10-22. Do we need an appeals process when pulling a permit? January 4 minutes it was suggested that penalties not be linked to current annual fees. March 12 minutes suggest civil infraction fees to be set annually by the Township Board.

Walt asked if the Township Board took action on our suggestion from a couple months ago related to additional permits issued. It was noted that it was brought up again at their meeting last week but no action was taken.

Section 10.12.38 Warehousing - January 29, 2024 minutes indicate a special use permit should be required in any district. Pat noted this relates to commercial warehousing and should only be in GC, but some small adjustment to the district line is necessary.

16-7, 14d -yard sales- change to once every 3 months

Page 10-28 will be the starting point to review changes at the next meeting.

PUBLIC COMMENT: None at this time.

ADJOURNMENT: The meeting was adjourned on a motion by Phil with support by Walt