

PLANNING COMMISSION MINUTES - APRIL 29, 2025

The meeting was called to order by chairperson Jenny Irvine at 6:00pm.

MEMBERS PRESENT: Walt Mixon, Rod Lowe, Jenny Irvine, Christine Lundquist, Victor Senk, Paul Williams (P. Bontrager excused)

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

MINUTES: The minutes from April 24, 2025 were approved on a motion by Walt with support by Rod.

PUBLIC COMMENT: None at this time.

DRAFT ZONING ORDINANCE REVIEW:

Victor suggested future review of the RR designation.

Jenny suggested we begin with the review of edits/questions submitted in writing last week.

PAGE

2-6. BUILDING HEIGHT - reference should be to both Section 7.10 & 7.11

Victor suggested that the formulas on Figure 2-5 be removed and have it be from “average grade” (26 ft in Bay, DD & NR Districts & 30 ft elsewhere. The definition of “building height” on 1st line will need to be changed from “floor of the first story” to “average grade”. Members agreed to this change.

2-25. Recreational Vehicle or Rv - still need to delete “fish shanty or portable sauna”.

4-16. Tiny House - change to 400 sq ft to agree with page 2-29

2-33. RE abbreviation is missing from “recreational equipment”

4-9. Extraction Industries - not familiar with Article X Sec 12 subsections reference. Is this a state regulation?

4-15. Add E-Bikes to medium section of Rental Repair, Sales & Services.

4-17. 2 family dwelling - under permitted districts, should “RC in RR & IBZ” be deleted? Or are the separate lines under “permitted districts” just not properly aligned?

4-20. Change “dog Shelter” to “dog shelter/house”

4-20. Gazebos - reference to section 7.8.6 which does not mention gazebos. Add gazebo reference to 7.8.6.

4-20. Boathouses - Ref to 6.2.3G. Should be 6.3.2G.

- 4-21. Pumphouses - Ref should be Sec 6.2 as 6.2.5 does not exist.
- 4-22. Bus Shelter - Reference should be to Sec. 7.13.B.L
- 6-2. Section 6.3.2.C - reference should be to Figure 6.1
- 6-6. Sec. 6.10.B.3 reference to Sec 16.3.B.2 should be changed to 6.10.B.2.
- 7-3. Jumps from 7.8.1 to 7.8.3 - maybe he can "reserve" 7.8.2 so everything doesn't have to be renumbered.
- 7-20. Sec. 7.28.6.A.2 & B.1 - Change reference from 7.29 to 7.28 & 7.28.7. Multiple places need change in this section. Also change in Sec. 7.287
- 9-2. Sec 9.3.A. Reference should be changed to 10.12.12 (10.12.13 does not exist).
- 10-3. SEC 10.5.1.J - Do not understand reference to Sec. 21.7 "Municipal Civil Infractions". Should it be Sec 21.6?
- 10-12. Sec. 10.12.15.F - reference should be to Sec. 15.4.1.A & B
- 10-20. #2 - fix sentence so "begins" is not struct out after "for new STRs".
- 10-20. #5 - change wording to "as determined periodically by Township Board" & remove 16%
- 10-31. Change marijuana to cannabis throughout.
- 12-10. Sec. 12.7.7 - reference should be to Sec 18.29 (sec 18 was renumbered)
- 15-3. Sec. 15.4.4 references Sec 6.4 which does not exist. Change to just Section 6.
- 18-1. Part V reference should be to page 18-36.
- 18-4 Sec. 18.5.7 - Does this make sense given changes made to Sec. 18.22? Change "zoning administrator" to "planning commission chairperson".
- 18-14 Sec. 18.9.3M - reference should be to section 7.13 not 7.15
- 18-5. Sec. 18.5.11 reference to Sec. 7.9.4.B should be 7.9.B
- 18.5. Sec 18.5.11.A - reference to Section 6.5.3 which does not exist?
- 18-10. Sec 18.7.12.C - reference to Sec. 12.1.12 which does not exist?
- 18.10. Sec. 18.8.1.A References Sec 7.35 which does not exist. Should it be Sec 7.34?
- 18-11. Sec. 18.8.1.B. Reference to Sec 7.15.1 which does not exist. Should be 7.13.1 perhaps.
- 18-26. Sec 18.23.4A6 - should reference be to Sec. 18.29?
- 18-34. Sec. 18.25.2 - Reference to "site Plan committee" should be deleted?

18-35. Sec. 18.27 - change reference to Site plan committee to planning commission.

18.36 thru 18.38. - Section numbers were changed but detail under them was not.

18-36 Reference at top of page should be to Sec. 18.34.

19-5 & 6. Sec. 19.10A includes 2 references to site plan committee. Change to planning commission.

21-1. Sec 21.2.C.4. reference should be to Sec 18.26.

21-2. Sec 21.7 - Thought we were going to remove dollar values and reference Twp Civil Infractions ord. & annual fee setting. Remove dollar values and reference Township ordinance and annual fee setting.

21-3. Sec. 21.7.C. Reference should be to Sec 10.12.32

Discussion ensued on how to deal with errors. A special meeting will be held May 6th at 4:00 to review other Commission members' notes.

TRANSIENT MERCHANT MATERIALS FROM TOWNSHIP BOARD

After review of the materials, it was agreed to leave the reference on page 4-9 but make no other additions in zoning.,

OTHER; None

PUBLIC COMMENT: The Commission was thanked for their efforts related to the zoning ordinance.

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