

**WEST TRAVERSE TOWNSHIP
REGULAR PLANNING COMMISSION MEETING
JANUARY 10, 2018**

Vice Chairperson Wallin called the meeting to order at 7:00 p.m.

Roll Call: Baiardi, Gorman, Opfermann, Wallin, Kennard, Repasky, Mooradian.

Visitors: None.

The Pledge of Allegiance was recited by all.

Election of Officers: **Wallin nominated Paul Mooradian as Chairperson. Baiardi seconded the motion.**

Repasky nominated Pete Wallin as Vice Chairperson. Baiardi seconded the motion.

Baiardi nominated Paul Opfermann as Secretary. Wallin seconded the motion.

Roll Call Vote: Repasky – yes, Wallin – yes, Kennard – yes, Opfermann – yes, Gorman – yes, Mooradian – yes, Baiardi – yes.

The meeting was turned over to Paul Mooradian as new Chairperson of the Planning Commission.

Approve Agenda: Items to be added to the agenda are: Review the new Zoning Ordinance under Old Business, Rules for Public Comment under New Business, Distribution of materials to the Planning Commission members under New Business. The date on the agenda needs to be changed to January 10, 2018.

Baiardi made a motion to approve the agenda with the aforementioned changes. Kennard seconded the motion.

Vote: All yes.

Public Comments: None.

Approve Minutes: **Baiardi made a motion to approve the meeting minutes of December 13, 2017 with one change on Page 2, motion for meeting dates (it should be *second* Wednesday). Opfermann seconded the motion.**

Vote: 6 yes, 1 abstain.

OLD BUSINESS

Review Proposed New Zoning Ordinance: Randy Frykberg stated that the Planning Commission had received input from the County Planning Commission and the Township Attorney after reviewing the proposed New Zoning Ordinance. Once that information was received, it was forwarded to Denise Cline for her review. Joel Wurster, Township Attorney, did not seem to have any problems with the majority of the Zoning Ordinance. Wurster had some grammatical corrections that have been

Proposed: January 10, 2018

Approved: February 8, 2018

addressed. There was discussion regarding Section 910:2A “Time Limit” as to whether the wording should be changed from “the notification” to “the issuance” of a decision from the ZBA. It was agreed to go along with the attorney’s opinion of using the “issuance of a decision” as the correct wording. It was agreed to add the word “consecutive” to the 90 day limit of vehicle storage restrictions in Section 406:1. It was confirmed that the wording of Section 403:7 is what the Planning Commission intended. The Planning Commission reviewed each suggestion submitted by the Township Attorney and agreed to what was suggested.

The comments received from the Emmet County Planning Commission were reviewed. There was a lot of discussion regarding Section 502:2 and 502:3 regarding Plot Plans and Accessory Buildings. It was agreed to add “except for single and two family residential units” to Section 502:3 which requires Planning Commission review for accessory buildings. Denise Cline will advise on language for 502:2 and 502:3. Section 603:4 was discussed which seemed to give authority to “any official of the township” for denial of a Special Use Permit. It was determined that “any official of the township” was too vague and it should be limited to the Township Board.

The sentence in 708 – G needs to be deleted because it looks to be content based and that is not allowed. The Sign Ordinance covers all signs and that will be enough.

In Section 724:1 A, it was agreed to strike the last sentence which stated that a letter should be” sent as notification of the review to properties beyond 300’ on a case-by-case basis”. Opfermann still feels notification should be sent to further properties when reviewing structures that may be seen beyond 300’, especially in the case of wind turbines.

Kennard wanted to make it clear that he does not like the comingling of the terms Plot Plan and Site Plan.

Kennard made a motion to send the new Zoning Ordinance, with the above mentioned edits, with the recommendation to approve, to the Township Board at their next regular meeting. Opfermann seconded the motion.

Roll Call Vote: Repasky – yes, Wallin – yes, Kennard – yes, Mooradian – yes, Opfermann – yes, Gorman – yes, Baiardi – yes.

NEW BUSINESS

Rules for Public Comment: **Gorman made a motion to approve the Policy on Public Comment at meetings of the West Traverse Township Planning Commission, as written, as was adopted by the Township Board. Opfermann seconded the motion.**

Vote: All yes.

Distribution of Materials to the Planning Commission: Kennard asked if the Township has an IT person. He is not happy about the process that has been used to get information to the Planning Commissioners. He feels that everything should be accessible electronically.

West Traverse Township
Regular Planning Commission
January 10, 2018

Zoning Administrator's Report: Randy Frykberg presented his written report. Kennard had questions regarding the drainage plan presented by Mark Perrault.

Township Board Representative Report: The minutes from the December Board meeting were presented.

Planning Commissioner Comments: Kennard wanted to point out that there have been many deaths in our community lately and to remind everyone that they need to appreciate every day.

Public Comments: None.

Adjourn: **Wallin made a motion to adjourn the meeting. Gorman seconded the motion.**

Vote: All yes.

The meeting was adjourned at 9:25 p.m.

The next regularly scheduled meeting will be Thursday, February 8, 2018 at 7:00 p.m.

Submitted by:

Paul Opfermann, Secretary

Transcribed by:
Susan Matsko
Township Secretary

Proposed: January 10, 2018
Approved: February 8, 2018