

## Planning Commission

### Preliminary Meeting Notes

04/05/2017

- Call to Order:** Tarkowski called meeting to order at 7:03
- Roll Call:** Mason, Pachulski, Pike, Johnson, Ostrander and Tarkowski.
- Approval of Agenda:** Mason made a motion to approve agenda with a second from Johnson. Passed 6-0.
- Approval of Minutes:** Ostrander made a motion to approve March 1<sup>st</sup>, 2017, Preliminary Meeting minutes. Mason seconded motion. Passed 6-0.
- Public Comment:** None
- Correspondence:** A.) **Zoning Administrator Report**

Zoning compliance permit was issued for a barn at 5577 Bartonville Rd. Zoning compliance permit issued for single family dwelling at 10368 Ellis Rd. Home based business complaint was investigated and closed. 2 zoning complaints with a special use permit and a zoning variance were completed. Salvage Yard renewal was accepted at 6804 Ingalls Rd. Zoning permit for demolition was completed. Zoning permit for attached garage at 11820 5 mile Rd was issued. Working with owner at 7165 Whites Bridge Rd for land split. Zoning permit issued for barn at 6369 Ostrum Rd. Complaint of trash dumped on Dumon Rd has been fwd to road commission to pick up. Home based business review for 4936 Whites Bridge with public hearing set for 05/03/2017. Special use permit filed with public hearing set for 05/03/2017. Permit issued for new residence at 7618 Ostrum Rd. Land Split application accepted and working on for 8062 Montcalm Rd. Starting May 1<sup>st</sup>, 2017, Roger will be working summer hours of Wednesday and Thursday, from 9-4:30.

**B.) Board MTG Report**

Johnson reported on the April board meeting. She supplied a map of all the roads the board accepted to be graveled. The board agreed to purchase and install a generator by Ensign electrical. The board accepted the renewed contract for the Sheriff Deputy for an additional 4 years. Johnson reviewed the minutes from the Joint Meeting on March 22,2017. The Board has requested the Planning Commission do a site plan for the proposed new cemetery drive for Otisco Cemetery. Johnson reviewed Dave Hodges resignation letter effective April 1,2017. Johnson also reviewed John Newland's resignation letter for ZBA.

**C.) ZBA Report**

**Public Hearing:** None

**New Business:** **A.) Planning Commission Filing Dates**

Mason made a motion to revise filing dates for the planning commission with a second from Johnson. Passed 6-0.

**B.) Site Plan Review**

There was much discussion on whether or not a perc test should be included before receiving a special use permit. A suggested directional arrow on map was agreed upon. The planning commission left task to Roger to revise special us application and handout for requirements for site plans according the ordinance and bring back to commission for review.

**C.) Home Occupation Ordinance Review**

There was much discussion on the language of what should be considered as a Level 1 and Level 2 Home based business ordinance. The Planned suggested a Level 1 as a business within the home and a Level 2 as business having more than

one truck, trailer or employee. A decision was not made to make any changes and to keep on agenda for further clarification.

**D.) Borek Service Home Based Business Level 2 Permit**

Johnson made a motion to accept Borek Services application for a Level 2 Home based business permit and move forward with a public hearing. Mason seconded. Passed 6-0.

**Unfinished Business: Special Land Use Request Zahm Rd**

The board signed the special land use permit for Zahm Rd.

**Agenda For May 3, 2017: A.) Level 2 Home Based Business at Benton Rd**

B.) Special Land Use/ Level 2 Home Based Business Permit for dealership at Hawley Hwy.

**Closing Comments:** Our TWP Planner, Greg introduced his assistant who will be helping him assist us. Brian Wamsham.

**Adjourn:** Mason made a moved to adjourn with a second from Pike. Passed 6-0.