

ALMENA TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

May 12, 2014

Members present: Chairman Ron Marvin, Brian Rumsey, Mark Roman, Matt Moulds, Steve Manning and Nina Consolatti (alternate), Chris Khorey (Attorney)

Members absent: Carol Himes

- I CALL TO ORDER** – The meeting was called to order at 7:00 p.m. by Chairman Ron Marvin.
- II APPROVAL OF AGENDA** – **Motion** by Matt Moulds to approve the agenda, **second** by Mark Roman. **Motion approved 6-0.**
- III CORRECTONS AND/OR APPROVAL OF April 7, 2014 PC MEETING MINUTES** – **Motion** by Brian Rumsey to approve the minutes of April 7, 2014, **second** by Ron Marvin, **Motion approved 6-0.**
- IV PUBLIC COMMENT FOR NON-AGENDA ITEMS** – Jeff Sterrett introduced himself as a possibly candidate for the open Planning Commission position. No further public comment.
- V TOWNSHIP BOARD LIAISON REPORT** – Mark Roman reported on the completion of contract with Intergovernmental Services for inspections. Prices have come down and an agreement has been made to meet them halfway. They are doing a great job so far.
- VI PUBLIC HEARING**

An Ordinance amending the Zoning Ordinance for Almena Township to ensure proper road maintenance in PUDs and permit self-storage facilities by Special Use Permit in Commercial districts

Following the procedure for public hearings listed in Section 4.6 of the PC bylaws, Ron Marvin called the meeting to order. (1) Provided a brief history of the issues (2) regarding PUDs and self-storage facilities from prior meeting, and reviewed the memo on proposed wording changes provided by Chris Khorey of McKenna & Associates (3).

1. Changes to the Wording of the Zoning Ordinance – Public Hearing

- a. Requiring an escrow deposit for road completion to be deposited with the County Road Commission prior to Township approval of any new development involving new roadways.
- b. Requiring a maintenance plan for any new roads to be submitted and approved as part of the Township approval process.
- c. Making a self-storage facilities a use permitted by Special Use Permit in the Commercial zoning districts.
- d. Adding a reference to the Special Use Standard in Article XXIII to the list of Special Uses in the chapter for each Zoning District (Articles IV-X).

- e. Include in the Subdivision Ordinance the wording Dedicated for Public Use.

It was suggested by Chris Khorey to have a motion to open and close the Public Hearing. Mark Roman checked with Sandra Rickli and per MTA it is not necessary. (4, 5&6). Ron opened the floor for public comment (7). There was one person in attendance that had no comments and the public comment portion was closed (8). Ron then opened the discussions for actions by the Commission (9).

Motion by Brian Rumsey to recommend the changes to the Zoning Ordinance – Public Hearing to the township boards for review, **second** by Steve Manning. **Motion approved 6-0.**

VII UNFINISHED BUSINESS – There is no unfinished business at this time.

VIII NEW BUSINESS

1. **Mark Kruienza resignation** – Mark has resigned from the Planning Commission and the Commercial Overlay Committee, due to personal reasons and time conflicts. Three candidates are in the process of being screened for the replacement. Bill Van Tassel has invited the three candidates to attend the Township Board meeting May 14, 2014. One candidate in attendance at this meeting has introduced himself as Jeff Sterrett who noted is not connected with the township at this time.
2. **M-43 Commercial Overlay Committee** – Ron noted including the new member, as a possibility, to the committee based upon their background. There was also mention of an application which has been seen that is in need of refinement. The Committee should get with Bill Henderson to work on the rewording of a new document. Steve Manning noted, at a previous meeting, that the application should adopt the language to the needs of the Township. Steve Manning commented there is a good start on the process for New Business. The Committee should clarify an overview of what is expected from the Planning Commission regarding commercial expansion. Steve Manning stated the Committee does not have a scope in place yet and brainstorming is still in progress. The Committee delayed this aspect until a fourth member was appointed to the Committee.
3. A GAMPS memo was distributed for general information. It was noted that we are generally compliant of the zoning within the Township. Chris Khorey suggests waiting for questions until he explores this more.

IX ADJOURNMENT – **Motion** to adjourn by Mark Roman, **second** by Steve Manning. **Motion passed 6-0.** The meeting adjourned at 7:49 p.m.

Minutes Approval Date: Unapproved

Ronda Babik
Almena Township Deputy Clerk

Attachment

Cc: PC (8)
Twp. Board (7)
ZBA (5)
Christopher Khorey
Bill Henderson
Attorney