

**ALMENA TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES**  
**January 7, 2013**

**Members present:** Ron Marvin, Brian Rumsey, Mark Roman, Mark Kruizenga, Carole Himes, Matt Moulds, and Steve Manning

**Members absent:** None

- I CALL TO ORDER** - The meeting was called to order at 7:03 p.m. by Chairman Marvin.
- II APPROVAL OF AGENDA** – **Motion** by Matt Moulds to approve the agenda as presented **second** by Brian Rumsey. **Motion approved 7-0.**
- III CORRECTIONS AND/OR APPROVAL OF DECEMBER 3, 2012 MEETING MINUTES** – **MOTION: Motion** by Matt Moulds to approve the minutes of December 3, 2012 as presented **second** by Steve Manning, **Motion approved 5-0** (Carole Himes and Mark Kruizenga abstained for absence).
- IV PUBLIC COMMENT FOR NON-AGENDA ITEMS** – none
- V TOWNSHIP BOARD LIASION REPORT** – Mark Roman reported that at the last Township Board meeting there was a discussion about building inspector Bill Henderson wearing Texas Township identification when out in the field, they are looking into getting him Almena Township identification. The Township Board is also currently seeking a Zoning Administrator to do reviews for variances, rezoning applications, etc. McKenna and Associates was asked; Bruce Dean was also asked but he declined the offer. There is another candidate, suggested by Bill Henderson, and he has been asked to attend the board meeting on January 9. Planning Commission members are invited to attend if they would like to have input or ask any questions. His résumé is on file in the township office if any members would like to review it.
- VI PUBLIC HEARING – Wireless Telecommunications Facilities Ordinance Revision**  
Chairman Marvin announced the public hearing for the revision of the Wireless Telecommunications section of the zoning ordinance. This revision is being done to bring the ordinance into compliance with State law, due to recent changes. There was no public in attendance for comment. Chairman Marvin asked the commission members if there were any questions, comments, or concerns with the language. He also stated that there was a recent article in the MTA magazine regarding the new law and we seem to have addressed all of the changes. He did have one comment/question for Planner Khorey, who joined the public hearing via the telephone, regarding the order of preference for placement of towers. The article stated that Township property would have priority for location, but our ordinance, upon our request, reads that the highest priority for location would be on property that would provide service to areas that do not currently have service, this is an acceptable variation. It was also asked if putting a tower on Township property would set a precedent for using township property for other enterprise opportunities by Township residents. Planner Khorey stated that it would set a precedent for towers but not for other uses. It was also discussed that towers are a use that is un-manned and does not affect anything except for aesthetics (no personnel, traffic, odors, etc.) and that as a utility, a tower is a community use where most other uses would be private and not acceptable as uses on public property.

**MOTION: Motion** by Steve Manning that we forward section 23.11, Wireless Telecommunications Facilities Ordinance, as revised with a final draft date of 11-20-12, due to the change in State law, to the Township Board for consideration, **second** by Mark Roman **Motion approved 7-0.**

**VII UNFINISHED BUSINESS:**

*Approve Planning Commission Meeting Dates for 2013* – **MOTION: Motion** by Matt Moulds to approve the 2013 regular meeting dates as presented, **second** by Steve Manning. Roll call vote: Mark Kruiuzenga – yes; Mark Roman – yes; Matt Moulds – yes; Steve Manning – yes; Carole Himes – yes; Brian Rumsey – yes; Ron Marvin – yes. **Motion approved 7-0.**

**VIII NEW BUSINESS**

*Review of 2012 Planning Commission Annual Report* – Secretary Mark Roman has prepared the annual report for 2012 and he went over the report with the commission members. He encouraged the use of the education budget especially for the new members, as these seminars can be quite helpful. Members were encouraged to check the MTA website for upcoming seminars and it was stated that the Township office tries to keep members up to date on upcoming educational opportunities. One typo was pointed out; Matt Moulds is now the vice-chair and Brian Rumsey is a member. This information was taken from the website and will be corrected both on the report and the website. **MOTION: Motion** by Brian Rumsey to approve the annual report for January 1 to December 31, 2012 with the correction that Brian Rumsey is a member and Matt Moulds is the vice-chair, **second** by Mark Kruiuzenga. **Motion approved 7-0.** Mark Roman will present this to the Township Board at the next meeting.

**IX ADJOURNMENT**

**MOTION: Motion** to adjourn by Mark Roman, **second** by Brian Rumsey, **Motion passed 7-0.** The meeting adjourned at 7:45 p.m.

Jenny Parish  
Secretary  
Almena Township Planning Commission

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