

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

MINUTES OF A REGULAR MEETING HELD MARCH 8, 2007

**AGENDA**

**WORK ITEM - FORM BASED CODE**

A regular meeting was conducted by the Oshtemo Charter Township Planning Commission on Thursday, March 8, 2007, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Terry Schley, Chairman  
Lee Larson  
Deborah L. Everett  
Fred Gould  
Bob Anderson  
Carl Benson

MEMBERS ABSENT: Mike Smith

Also present were Jodi Stefforia, Planning Director; Mary Lynn Bugge, Township Senior Planner; Brian VanDenBrand, Township Associate Planner; Greg Milliken consultant with McKenna Associates, and one other interested person.

**CALL TO ORDER**

The Chairman called the meeting to order at approximately 6:00 p.m.

**AGENDA**

The Chairman said the first item for consideration was the approval of the Agenda. Mr. Larson made a motion to approve the Agenda. The motion was seconded by Mr. Anderson. The Chairman called for a vote on the motion, and the motion passed unanimously.

**MINUTES**

The Chairman said the next item for consideration was the approval of the minutes of February 22, 2007. Mr. VanDenBrand stated that the following changes should be made to the Sunset Valley application: change paragraph six to read “. . . temporary cul-de-sac would

be abandoned.” and “. . . low-lying areas that straddle the property line, . . . ” Additionally, in paragraph 12, the first sentence should reference Ms. Matchinski and the name of the development should be changed to Sunset Valley in the last sentence. Mr. Larson made a motion to approve the minutes as corrected. The motion was seconded by Ms. Everett. The Chairman called for a vote on the motion, and the motion passed unanimously.

## **WORK ITEM - FROM BASED CODE**

Consultant Greg Milliken, of McKenna Associates, said the Form Based Code revised draft included in the meeting packet, reflected the changes proposed during the previous workshops. He stated that property dimensions and uses would fall back to the existing underlying zoning district unless different criteria were incorporated into the text. He indicated that rather than giving a formal presentation on the revisions, he was interested in listening to the discussion and responding to questions as members reviewed the changes. Chairperson Schley suggested the Commission review the draft page-by-page and members agreed.

Some modifications were offered to the Definitions section of the code, which had been relocated toward the beginning of the document. Members then considered Options 1 and 2 of the proposed Regulating Plan. Option 1, proposes expanding the Village Core planning area to the east and west along Stadium Drive and reducing the Village Fringe area accordingly; Option 2 leaves the planning areas as previously proposed. Members indicated a preference for Option 1. A question was raised as to how the location of future roads indicated on the Regulating Plan was determined. Mr. Milliken indicated road spacing was determined by generally accepted road location criteria.

Regarding the Development Standards section, text modifications were offered and Mr. Milliken clarified that front setbacks were determined by the building type constructed. Next, discussion centered on what types of buildings should be allowed in each planning area. Mr. Larson expressed concern about including buildings intended only for residential purposes in the Village Core area, stating that so doing would limit the area for commercial businesses needed to attract pedestrians. Others expressed the opinion that close-by residential units would help generate the customer base necessary for businesses to prosper. Chairperson Schley encouraged Commission members to review the Village Theme Development Plan for “homework” in order to determine what building mix would be appropriate based on the vision expressed in the Plan.

Next members considered specific building types. A question was raised if “workshops” should be included as a permitted use for the Workplace Building type, specifically as related to artisan workshops. Following discussion, members reached a consensus that such a use may be appropriate if criteria is established to ensure the intensity of the occupation was appropriate for the area. Discussion next centered on Front Yard House type and a lively

discussion ensued regarding the need for and placement of garages. Ms. Stefforia indicated this should be considered within the context of today's reality regarding automobile ownership and usage.

The Chairman commended members on their thoughtfulness and thoroughness and again reminded members to review the Village Theme Plan in order to ensure that the proposed text implements the vision as stated in the Plan. Additionally, he reminded members that review of the Code would continue at the work session in April.

### **OTHER BUSINESS**

Ms. Stefforia reminded Commission members of the Form Based Code workshop on March 27 presented by MSU Extension's Citizens Planner program. She requested interested persons let Ms. Bugge know by March 20, so they can be registered.

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

No public comments were offered.

### **PLANNING COMMISSION COMMENTS**

It was suggested that the work session scheduled on April 12 begin at 6:00 PM and the members concurred. Members also agreed it was desirable for Mr. Milliken to attend that meeting. Ms. Everett stated if Mr. Milliken's attendance at Planning Commission meetings exceeds the number contracted for, she would request funds from the Township Board to cover any additional expense.

Mr. Anderson stated that he would not be able to attend the meeting on March 22.

### **ADJOURNMENT**

There being no other business, the meeting adjourned at approximately 8:00 p.m.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

By:

Minutes prepared:  
March 13, 2007

Minutes approved:  
\_\_\_\_\_, 2007