

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

MINUTES OF A MEETING HELD SEPTEMBER 22, 2011

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**Agenda**

**ZONING ORDINANCE AMENDMENTS – PUBLIC HEARING**

**MASTER PLAN – CENTURY HIGHFIELD SUB-AREA – DRAFT TWO**

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A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, September 22, 2011, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Kitty Gelling, Acting Chairperson  
Bob Anderson  
Carl Benson  
Dave Bushouse  
Fred Gould  
Millard Loy

MEMBER ABSENT: Richard Skalski

Also present were Jodi Stefforia, Planning Director; Attorney Porter and two other interested persons.

**Call to Order and Pledge of Allegiance**

After the meeting was called to order at about 7:00 p.m., the “Pledge of Allegiance” was cited.

**Agenda**

Mr. Benson made a motion to accept the Agenda as submitted. Mr. Loy seconded the motion. Upon vote, the motion carried unanimously.

## **Public Comment on Non-Agenda Items**

The Acting Chairperson asked if there was public comment, and hearing none, asked that the Board move on to the next item on the Agenda.

## **Minutes**

The Acting Chairperson asked if the members had had a chance to review the minutes. She noted that there should be a change on page 2 of the minutes. The fifth paragraph, second sentence should read, "Mr. Benson added that **he** believes . . . ." She also noted that, on page 3, in the second paragraph, first line, that the term, "like" should be "liked." In addition, the Acting Chairperson then said that in reference to the last paragraph, second line, the word, "he" should be "she." It was also indicated that the date in the title and in the first paragraph on the first page should indicate "August 11" and not "August 14."

The Acting Chairperson asked, with those changes, if she could have a motion to approve the minutes, as amended. Mr. Gould then moved to approve the minutes, as amended, and Mr. Benson seconded the motion. The Acting Chairperson called for a vote on the motion, and the motion passed unanimously.

## **ZONING ORDINANCE AMENDMENTS – PUBLIC HEARING**

The Acting Chairperson said that the next item on the Agenda was the public hearing on Zoning Ordinance amendments. She said that the public hearing was to consider amendments to Section 11, Definitions; Section 40, Industrial District, Restricted; Section 66, Dimensional Requirements; Section 76, Signs and Section 78 Lighting.

Ms. Stefforia proceeded to review her report with the Planning Commission dated September 22, 2011, and the same is incorporated herein by reference. Ms. Stefforia then proceeded to take the Planning Commission through each of the proposed text amendments. Ms. Stefforia noted that the amendments are either the result of resident comments, inquiries received, or a recommendation of the Zoning Board of Appeals. At the conclusion of her report, the Acting Chairperson asked if there were any questions.

Mr. Gould inquired regarding proposed change No. 6 concerning lighting. He asked what other municipalities were doing with regard to illuminated facades. Ms. Stefforia said that she had looked at what some of the surrounding communities were doing, but she could not recall exactly what they had in place. She said that most of them had not addressed this issue yet.

Mr. Benson asked about proposed change No. 3 and whether it would have to be read in conjunction with other setback requirements such as side yard setbacks. Ms. Stefforia indicated that it would have to be read in conjunction with other setback requirements.

Mr. Gould then asked if Metro Toyota had been contacted with regard to the proposed change for No. 6. Ms. Stefforia said she had not contacted them since their illuminated façade has already been approved, and that this proposed change would not affect it.

The Acting Chairperson asked if there was any further discussion, and hearing none, called for public comment. Hearing none, she called for a motion. Mr. Loy made a motion to recommend the text changes to the Township Board. Mr. Gould seconded the motion. The Acting Chairperson called for a vote, and the motion passed unanimously.

### **MASTER PLAN – CENTURY HIGHFIELD SUB-AREA – DRAFT TWO**

The Acting Chairperson said the next item on the Agenda was consideration of Draft Two of the Century-Highfield Sub-Area Plan. Ms. Stefforia presented Draft Two of the Century-Highfield Sub-Area Plan to the Planning Commission. She noted that there were only minor changes based on the comments which were received at the last meeting. She suggested that the Commission wait until all the other Sub-Area Plans were completed and hold one combined public hearing on the amendments to the Master Plan.

The Acting Chairperson then noted on page 3 of the Century-Highfield Sub-Area Plan that the reference to the east side of Drake Road should refer instead to the west side of Drake Road. Ms. Stefforia indicated that change would be so noted.

The Acting Chairperson also inquired whether the reference to KCRC on page 8 should be spelled out for those persons not familiar with the Kalamazoo County Road Commission abbreviation. Ms. Stefforia said that it had been spelled out on page 4 of the report with parenthetical KCRC in caps to note the future reference to that organization.

Mr. Gould said that he would like to see the format changed a bit so that you could see the existing Land Use Plan inserted along with some of the text. Ms. Stefforia said that they would be working on reformatting it to match the Master Plan before the public hearing.

The Acting Chairperson asked if there was public comment, and hearing none, there was a brief discussion on how to proceed. It was the consensus of the Planning Commission to accept Draft Two of the Century Highfield Sub-Area Plan as finalized and set it for public hearing at the appropriate time.

## **Other Business**

Ms. Stefforia explained to the Planning Commission that the Genesee Prairie implementation work had been put out for proposals. She noted that only McKenna Associates had responded, but it appeared to be competitive based upon other work the Township has hired in the past.

Ms. Stefforia also noted that October 7, 2011, would be the kick-off design workshop for the 9<sup>th</sup> Street Sub-Area Plan.

Ms. Stefforia then noted that October 13, 2011 meeting would likely be cancelled if they did not receive any applications. She also noted that at the October 27, 2011 meeting they would review Draft One of the 9<sup>th</sup> Street Sub-Area Plan.

## **Planning Commissioner Comments**

There were no Planning Commissioner comments.

## **Adjournment**

There being no further comments, the meeting was adjourned at approximately 7:30 p.m.

Minutes Prepared:  
September 27, 2011

Minutes Approved:  
\_\_\_\_\_, 2011