

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**October 9, 2007**

Township Board work session was held at the Township Hall. Supervisor VanDyke called the meeting to order at 5:00 p.m.

**PRESENT:**

Supervisor John VanDyke  
Clerk Deb Everett  
Trustee Dave Bushouse  
Trustee James Grace  
Trustee Stan Rakowski  
Trustee Neil Sikora

Also present was James Porter, Township Attorney, Marc Elliott, Township Engineer, Interim Fire Chief Paul Karnemaat, and 1 interested person.

**Budget Workshop** – the Board continued discussion of the 2008 budget. Interim Chief Karnemaat reviewed his proposed Fire Department budget.

The board work session was adjourned at approximately 6:45 p.m.

Supervisor VanDyke called the regular meeting to order at 7:00 p.m.

Also present were James Porter, Township Attorney, Marc Elliott, Township Engineer, Senior Planner Mary Lynn Bugge, and 7 interested people.

Clerk Everett noted the September 25<sup>th</sup> minutes should be corrected to reflect Mr. Gimmel's address is North 10<sup>th</sup> Street. Motion by Grace, second by Rakowski to approve the September 25<sup>th</sup> regular meeting as corrected and October 2<sup>nd</sup> special meeting minutes as presented. Carried.

Income to the General and Fire Funds of \$38,916.57 and disbursements of \$147,896.63 were reported. Motion by Grace, second by Sikora to accept the receipts and disbursements report. Carried.

**CITIZENS COMMENTS**

None.

**FINAL APPROVAL OF A PRELIMINARY PLAN**  
**FINAL APPROVAL OF A FINAL PLAN – FOUNTAIN VIEW SITE CONDOMINIUM**

Senior Planner Bugge presented a request for Final Approval of a Preliminary Plan and Final Approval of a Final Plan for the Fountain View site condominium project consisting of 4 single family sites on approximately 3.9 acres located on the north side of Beech Avenue. She advised public water is available, the Kalamazoo County Health & Community Services Department has determined the sites are suitable for septic systems, all sites meet the dimensional requirements, provision for inclusion in any future Beech Avenue assessment district for sidewalks is incorporated in the Master Deed, access to each site is from the existing street and the Kalamazoo County Road Commission has determined Units 1, 2, and 3 meet their standards for driveway access, Unit 4 has an existing house and driveway, existing utilities are available to service the sites and overhead electric lines are recommended due to overhead lines currently in place and the low number of units involved, street lighting is adequate with no additional fixtures required, title insurance has been received and approved, all required monuments have been placed, and private easements for public utilities are provided. Ms. Bugge advised approval should be subject to condominium documents being recorded prior to issuance of building permits, and submission of digital and mylar copies of the plan.

Motion by Grace, second by Rakowski to grant Final Approval of a Preliminary Plan and Final Approval of a Final Plan for Fountain View subject to recording of condominium documents and receipt of digital and mylar copies of the plan. Carried.

**REZONING REQUEST – SECTION 30**

Senior Planner Bugge presented a recommendation from the Planning Commission to approve a request to rezone 2559 South Van Kal Street and two adjacent vacant properties located on the east side of VanKal between "M" and "L" Avenues from "AG" Agricultural to "RR" Rural Residential. She advised the Planning Commission determined the request was consistent with the Master Land Use Plan and appropriate.

In response to Board members questions, it was noted any agricultural use can continue.

Motion by Rakowski, second by Sikora to accept the rezoning request for First Reading and set

Second Reading for October 23<sup>rd</sup>. Carried.

### **FENCE ORDINANCE**

Senior Planner Bugge presented a recommendation from the Planning Commission to adopt proposed text amendments to Sections 11 and 78 of the Zoning Ordinance regarding fences; the intent being to provide reasonable parameters for the installation of fences. She further advised the language incorporates a definition for fences and addresses their construction, material, maintenance, location and height.

There was discussion regarding the proposed height limit of 6 feet and electrical fences allowed for bona fide agricultural uses.

Motion by Rakowski, second by Sikora to accept the text amendments for First Reading and set Second Reading for October 23<sup>rd</sup>. Carried.

### **KALAMAZOO COUNTY REQUEST – GIS INFORMATION**

A request from the Kalamazoo County Planning Department for access to the Township's Geographic Information System (GIS) data was before the Board. It was noted Kalamazoo County is the only county in Southwest Michigan, and one of the few in the State, that does not provide a countywide GIS mapping website which can be an important economic development tool for the area.

Senior Planner Bugge noted a countywide GIS could eliminate the need for additional licenses of the latest GIS software. She noted the Township Planning Department recommends the Board adopt a resolution authorizing the sharing of information subject to the resolution indicating any fee from Prein & Newhof in providing information to the County is at the County's expense, the Data Transmission Request should indemnify the Township, and minor modifications should be made to the fee schedule so the County's and Township's are the same.

Motion by Everett, second by Grace to approve the request from Kalamazoo County subject to the conditions recommended by the Planning Department. Carried.

### **PARKING ENFORCEMENT PROGRAM**

As discussed at previous work sessions, changes to the Parking Enforcement Program, currently staffed by firefighters, were proposed to move the administration of the program to the Supervisor and Township Attorney. Upon review of the proposed and current guidelines, Trustee Grace felt clarification was needed regarding the training period and criteria used for evaluation, guidelines should be clear that the Supervisor and Attorney will be overseeing the program and clarify that when an emergency call is dispatched the activity of the parking enforcement officer then becomes subject to Fire Department oversight.

Consensus was the clarification should be returned to the Board for review.

### **ROAD POLICY UPDATES**

Recommendation from the Road Committee for proposed changes to the Township Road Policy were before the Board. It was noted the policy had not been updated for several years; the front foot assessment for paving currently at \$2.00 per foot would be increase incrementally over three years; \$5.00 per foot in 2008, \$8.00 per foot in 2009, and \$10.00 in 2010 and corner lots would be assessed depending on degree of benefit conferred.

Motion by Grace, second by Rakowski to approve the recommended changes to the Township Road Policy. Carried.

### **RECEIVING BOARD FOR NOVEMBER 6<sup>TH</sup> ELECTION**

Clerk Everett advised the State requires a resolution be adopted for each election regarding establishing a receiving board.

Motion by Grace, second by Rakowski to adopt a resolution establishing a receiving board for the November 6, 2007 election. Roll call showed Bushouse-yes, Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes.

### **BOARD MEMBER COMMENTS**

Trustee Grace advised the next meeting of the Fire Department Study Committee will be October 17<sup>th</sup> at 6:00 p.m.

Mr. Grace also advised he had contacted the City of Kalamazoo regarding bus shelters for West Main; he will report back.

Trustee Sikora advised the Park Committee will be bringing forth a proposed amendment to the Park Ordinance regarding large group activities.

Attorney Porter advised an amendment to the Open Burning Ordinance will be brought forth at the next meeting.

It was noted the non-motorized path on West Main is being used and favorable comments received.

There was no further business and the meeting was adjourned at approximately 7:45 p.m.

**DEBORAH L. EVERETT**  
Township Clerk

**Attested: JOHN VANDYKE**  
Supervisor