

OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION

MINUTES OF A MEETING HELD DECEMBER 11, 2008

Agenda

**PINE ACRES - SPECIAL EXCEPTION USE AND SITE PLAN AMENDMENT - SOUTH
4TH STREET AND PINE ACRES DRIVE- (PARCEL NO. 3905-21-390-023)**

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, December 11, 2008, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

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

MEMBERS ABSENT: None

Also present were Jodi Stefforia, Planning Director; Mary Lynn Bugge, Senior Planner; James Porter, Township Attorney, and one other interested persons.

Call to Order

The meeting was called to order at approximately 7:00 p.m. The "Pledge of Allegiance" was recited by the Commissioners.

Agenda

The Chairman called for approval of the Agenda. Ms. Stefforia asked if they could discuss the January 8, 2009 meeting under "Other Business." Ms. Gelling made a motion to approve the Agenda, as amended. Mr. Gould seconded the motion. The Chairman called for a vote on the motion, and the motion passed unanimously.

Public Comment on Non-Agenda Items

There was no public comment.

Minutes

The Chairman asked if there were any changes to the November 13, 2008 minutes. Ms. Gelling made a motion to approve the minutes, as submitted. Ms. Everett seconded the motion. The Chairman called for a vote on the motion, and the motion passed unanimously.

Work Item: Master Land Use Plan Discussion

The Chairman noted that the applicant was not yet present for the discussion of Pine Acres' special exception use and site plan amendment. Therefore, he asked that the Commission consider Item No. 7 on the Agenda. The Chairman noted that Item No. 7 was a work item concerning Master Land Use Plan discussion and the items as set forth on the Agenda.

- a. *Planning Commission to submit comments on draft Opinion Survey.*

Ms. Stefforia asked if all Planning Commission members had submitted their comments. Those who had not yet submitted their comments turned them in to Ms. Stefforia. Ms. Stefforia indicated she and the consultant would review the same and come back with a second draft on the proposed Opinion Survey.

- b. *Review Turning Point Results Report.*

Ms. Stefforia took the Commission through a review of the Turning Point Results Report as more fully set forth in her report. The results were discussed, including the highlights dealing with demographics, Township character, Township priorities, housing, and commercial and industrial properties. Ms. Stefforia pointed out that the purpose of the Report, while somewhat limited in scope, was a beginning to the research and process underway to help develop a vision and draft policy statements for the new Master Land Use Plan.

- c. *Other items for discussion.*

Ms. Stefforia advised the Planning Commission members she had secured a proposal for creating a Web Page specifically dealing with the new Master Land Use Plan. She said it would allow posting of documents related to the Master Land Use Plan process, notices of meetings, etc.

The Chairman asked if people could e-mail the Township regarding the Plan. Ms. Stefforia said that they would be able to do that.

Mr. Anderson said he would like to see the Planning Commission give some kind of overview or educational comments on how land use plans are done as a part of any Website presentation. Ms. Stefforia said that could be done. Mr. Anderson asked if they would respond to e-mail inquiries. Ms. Stefforia said generally they should not, since the

object was to take input, not create some type of outside dialog. The Chairman warned against creating a public discussion outside of a public forum.

Mr. Larson said he thought such a Website would be a critical component of reaching out to the community.

Ms. Everett said that the Township should offer any format that it could in order to facilitate the best possible input from its residents.

Mr. Larson asked if the Website would include the Opinion Survey. Ms. Stefforia said that it would. Mr. Larson said he thought that was very important.

Ms. Bugge said that she thought that each person should be asked if they were a resident or property owner of Oshtemo Township so as not to inappropriately skew the study. The Chairman said he thought that a minor degree of identification would be appropriate in this case.

Ms. Stefforia asked if the Planning Commission was giving its support to the proposal. It was the unanimous consensus of the Planning Commission to support the proposal for a Web page dealing with the new Master Land Use Plan.

PINE ACRES - SPECIAL EXCEPTION USE AND SITE PLAN AMENDMENT - SOUTH 4TH STREET AND PINE ACRES DRIVE- (PARCEL NO. 3905-21-390-023)

The Chairman said the next item on the Agenda was consideration of a request for a special exception use and site plan amendment for a re-description of the site condominium boundaries affecting open space within the Pine Acres Open Space Community. He said the property was located on Parcel No. 3905-21-390-023. The Chairman asked to hear from the Planning Department. Ms. Bugge submitted her report to the Planning Commission dated December 11, 2008, and the same is incorporated herein by reference.

Ms. Bugge indicated that the applicant was requesting a minor change in the condominium boundaries to delete a 281 square foot portion of the open space and another portion consisting of 0.19 acres from the common area within the development. However, she noted that the development would still exceed the required 40% open space requirement by 3.2%. Ms. Bugge said no other changes were proposed, and all requirements were met. Ms. Bugge then proceeded to take the Commission through a review of the special exception use criteria and site plan review requirements as more fully set forth in her report.

The Chairman asked if there were any comments from the applicant. Mr. Mott said he had no comments.

The Chairman asked if there were any questions. Hearing none, he asked if there were any questions from the public. There being no public comment, the Chairman called for Commission deliberations. At that point, Ms. Gelling made a motion to

approve the special exception use and site plan amendment as submitted, subject to the condition that approval be subject to the Township Attorney reviewing the amendments to the Master Deed and Bylaws and finding them acceptable. The motion was seconded by Mr. Anderson. Upon vote, the motion passed unanimously.

Adopt 2009 Meeting Dates

The proposed meeting dates for 2009 were reviewed. Ms. Gelling made a motion to approve the 2009 meeting dates, as submitted. Mr. Gould seconded the motion. A vote was taken, and the motion passed unanimously.

Adopt 2008 Annual Report

Ms. Stefforia submitted the annual report of the Planning Commission for 2008. After a brief discussion, Ms. Gelling made a motion to approve the annual report, as submitted. The motion was seconded by Mr. Anderson. The Chairman called for a vote on the motion, and the motion passed unanimously.

Any Other Business

Ms. Stefforia indicated that trying to compile all of the survey results, meet with the consultant and have a second draft of the survey ready for the Commission's further consideration at its first January meeting would be difficult, with the holidays intervening. She suggested that the Planning Commission agree to cancel its January 8, 2009 meeting and plan to review the second draft at the meeting scheduled for January 22, 2009. It was the consensus of the Planning Commission to cancel the meeting of January 8, 2009.

Planning Commissioner Comments

It being his last night on the Planning Commission, Mr. Larson thanked the other Commissioners for the opportunity to not only serve the Township, but to serve with the various Commission members. Ms. Everett, Mr. Gould, Ms. Gelling, Mr. Benson, Mr. Anderson and the Chairman all thanked Mr. Larson for his keen sense of commitment and duty to the community.

Adjournment

The Commissioners wished each other happy holidays and adjourned the meeting at approximately 7:50 p.m.

Minutes Prepared:
December 16, 2008

Minutes Approved:
January 22, 2009