

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD MARCH 13, 2014

Agenda

PUBLIC HEARING: PLANNING COMMISSION TO REVIEW PROPOSED AMENDMENTS TO CHAPTERS 11, 12, 68, 70 AND 78 OF THE TOWNSHIP ZONING ORDINANCE REGARDING GARAGE SALES, ZONING MAP AMENDMENTS, OFF-STREET PARKING, AND PORTABLE TEMPORARY STORAGE CONTAINERS

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, March 13, 2014, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Terry Schley, Chairperson
Fred Antosz
Wiley Boulding Sr.
Dusty Farmer
Pam Jackson
Millard Loy

MEMBERS ABSENT: Richard Skalski

Also present were Greg Milliken, Planning Director; James Porter, Attorney; and Martha Coash, Meeting Transcriptionist. There were no other persons in attendance.

Call to Order and Pledge of Allegiance

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

Agenda

The Chairperson asked for a motion to approve the agenda.

Mr. Loy made a motion to accept the agenda as presented. Mr. Boulding Sr. seconded the motion. The motion passed unanimously.

Public Comment on Non-Agenda Items

Chairperson Schley noted there were no persons in attendance to comment on non-agenda items and proceeded to the next agenda item.

Approval of the Minutes of February 13, 2014

The Chairperson asked if there were any additions, deletions or corrections to the minutes of February 13, 2014. Hearing none, he asked for motion to approve the minutes.

Mr. Antosz made a motion to approve the minutes. Mr. Loy seconded the motion. The motion was approved unanimously.

Public Hearing: Planning Commission Review of Proposed Amendments to Chapters 11, 12, 68, 70, and 78 of the Township Zoning Ordinance Regarding Garage Sales, Zoning Map Amendments, Off-Street Parking, and Portable Storage Containers

Chairperson Schley said the next item on the agenda was a public hearing to review proposed amendments to chapters 11, 12, 68, 70 and 78 of the Township Zoning Ordinance regarding garage sales, zoning map amendments, off-street parking, and portable temporary storage containers. He noted that a recommendation of the proposed amendments to the Township Board could be an outcome of discussion and asked Mr. Milliken to review the proposed amendments.

Mr. Milliken noted a draft of several different amendments to the Zoning Ordinance regarding garage sales, zoning map amendments, portable temporary storage containers (PODs), and parking standards was reviewed by the Planning Commission at its January 23rd meeting. Following discussion, a required public hearing on Zoning Ordinance amendments was set for March 13.

He noted amendments presented do not preclude further changes by the Commission or mandate a recommendation to the Township Board. He concurred with Chairperson Schley that, if following the discussion the Commission is prepared to do so, it may recommend the amendments to the Board.

Chairperson Schley encouraged Commissioners to discuss each item, if needed, as Mr. Milliken proceeded through the document.

Mr. Milliken reviewed the proposed amendments item by item, highlighting changes made based on the discussion at the January meeting.

Most questions and discussion centered around the Zoning Map amendments and the need to clarify what is meant by "change in use" to allow accurate

implementation of the Ordinance by administrative staff in line with the Commission's interpretation. Other points of discussion included the location of PSCs on residential property and on driveways, flexibility for parking spaces, and signage for garage sales.

In regards to the proposed amendment in the Zoning Map section regarding changes of use, a question was raised as to what "use" was referring to. Attorney Porter suggested a language change so it would refer to any change within the list of permitted uses as intended.

There was debate of the requirement to limit residential placement of PSCs to the driveway. Discussion was concluded with the decision to leave the wording in place but to add "unless as otherwise administratively approved by the Zoning Administrator" to allow some flexibility when appropriate.

As there was no further discussion, Chairperson Schley asked for a motion for recommendation to the Township Board.

Mr. Loy made a motion to recommend amendments to the Township Zoning Ordinance regarding garage sales, zoning map amendments, off-street parking, and portable temporary storage containers as presented and adjusted as result of Commission discussion. Mr. Antosz seconded the motion. The motion passed unanimously.

Preliminary Discussion of Proposed Zoning Ordinance Amendments Regarding PUD Development, in Conjunction with the West Main Street / 9th Street Zoning Project

Chairperson Schley stated the next item on the agenda was a preliminary discussion of proposed Zoning Ordinance amendments regarding PUD development, in conjunction with the West Main Street / 9th Street Zoning Project, and asked Mr. Milliken to review the proposed amendments.

Mr. Milliken explained the document presented was a rough draft that needs more work. It is not in a form he would normally distribute to the Planning Commission or advertise for public hearing. However, as part of the West Main Street / 9th Street project, it was important to include it in the same public hearing already called for March 27. Therefore, he indicated he would cover the basics and not get too deep into the details.

He explained PUD stands for Planned Unit Development and is a technique that allows for modifications from the general Zoning Ordinance standards, consistent with the goals and objectives of the Master Plan or the sub area plan within the Master Plan.

There were several questions about specifics; Mr. Milliken reiterated that the text needed further refinement prior to the Public Hearing. Chairman Schley asked that the

minimum acreage requirement for a PUD be carefully considered. Other Commissioners also felt minimum acreage needs to be adequate for successful coordination of development and with respect to natural features. The two acre minimum for non-residential PUDs was discussed as too small. The percentage of acreage devoted to natural features was also a concern with only 5% being protected.

Ms. Farmer introduced discussion about the possibility of requiring rain gardens or other options for storm water runoff. Chairperson Schley related some experience he has had utilizing and working with these techniques.

Mr. Milliken agreed that the PUD option provides an opportunity to offer incentives for utilizing low impact techniques to deal with storm water runoff such as allowing this area to count toward open space requirements.

Chairperson Schley noted Commissioners were all in support of something along these lines and asked Mr. Milliken to look at ways to think about incorporating items to make the PUD a positive and progressive consideration.

Mr. Antosz commented this Ordinance was a lot easier to read and to find answers to specific questions than the old one.

Chairperson Schley stressed this was a warm up discussion and that further, more in depth discussion would occur when the revised document is presented at the Public Hearing on March 27.

Mr. Milliken said there will be no need to take action at the next meeting on this item or the proposed Overlay District. Comments will be heard and there will likely be further discussion with the Commission or the property owners. It will then be determined whether another Public Hearing will be needed for further discussion.

Review of Standards and Procedures for Conditional Rezoning

Chairperson Schley asked Mr. Milliken to review the concept of conditional rezoning.

Mr. Milliken said it is likely there will be a request for conditional rezoning on the March 27th agenda and noted it would be inappropriate to discuss any details of that request prior to that public hearing, but thought it would be a good idea to review the technique in a general sense.

He provided an overview of how conditional rezoning works, including do's and don'ts, and the procedure for processing a request. He then answered a few questions from Commissioners.

Old Business

Chairperson Schley asked if there was old business to come before the Commission. There was none and the Chair moved to the next item on the agenda.

Any other Business

Chairperson Schley asked if anyone had other business to discuss.

Mr. Milliken noted he would not be in attendance at the April 10 meeting.

He announced the opportunity to attend a "Citizen Planning Course" offered by MSU Extension Services, with classes on Monday evenings over an eight week period .

Mr. Milliken also noted the "Sunburst Run," on April 26 to support Township parks. It includes a 5K, 10K and family fun runs, and a family breakfast. Both runners and volunteers are needed.

Planning Commissioner Comments

The Chairperson asked if Commissioners had comments to share.

Mr. Loy indicated he would be out of town and would miss the April 24 meeting. He also announced the Rotary Benefit Breakfast would be held March 23 at Ted & Marie's.

Mr. Boulding Sr. noted he would be absent from the March 27 meeting but plans to be in attendance for the rest of the scheduled meetings.

Ms. Farmer apologized for her absence from the last two meetings, but appreciated being able to consult the meeting minutes for what she missed.

Adjournment

Having exhausted the agenda, and with there being no further business to discuss, Chairperson Schley adjourned the Planning Commission meeting at approximately 8:44 p.m.

Minutes prepared:
March 15, 2014

Minutes approved:
March 27, 2014