

**OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION**  
**MINUTES OF MEETING HELD THURSDAY, JULY 23, 1998**

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**Agenda**

**TEXT AMENDMENT: SECTIONS 78.500 AND 78.600: Stormwater Run-Off**

**HISTORICAL RESOURCES SURVEY**

**INDUSTRIAL CLASSIFICATION REVIEW**

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A meeting was conducted by the Oshtemo Charter Township Planning Commission on Thursday, July 23, 1998, commencing at approximately 7:05 p.m. at the Oshtemo Charter Township Hall, pursuant to notice.

Members present: Wilfred Dennie, Chairperson  
Marvin Block  
Ted Corakis  
Elizabeth Heiny-Cogswell  
Ken Heisig  
Lara Meeuwse

Members absent: Millard Loy

Also present was Rebecca Harvey of the Planning and Zoning Department, and four interested parties.

**CALL TO ORDER**

The Chairperson called the meeting to order at 7:05 p.m.

**AGENDA**

Mr. Block moved to approve the agenda as submitted. Mr. Corakis seconded the motion, and the motion carried unanimously.

**TEXT AMENDMENT - SECTIONS 78.500 AND 78.600: STORMWATER RUN-OFF**

The Chairperson stated that since Mr. Snell, the Township Engineer, had not yet arrived, and with the Commission's approval, we would move on to the Historical Resources Survey item and return to this agenda item soon after Mr. Snell arrives.

## **HISTORICAL RESOURCES SURVEY**

The Chairperson reviewed the past discussion that led to this agenda item. Ms. Pamela O'Connor, who had performed the preliminary survey with the help of other interested citizens and a WMU intern, was asked what some of the options were for the Planning Commission to pursue. She listed the 3 tools as outlined in the manual that was prepared for the presentation to the joint Boards a couple months ago and those were:

- create a national register of historic district (which includes the site and objects and not just the building). This tool involves incentives but no protection in that there is little regulation on property unless federal funding is requested.

- create a local historic district: this provides "real" protection through a local ordinance that has "teeth"; gives the township the right to regulate landscape/exterior changes...thus design standards is the issue.

- amend our Master Land Use Plan to recognize these homes/sites and go no further; this option also provides no protection.

There was consensus by Commission members to go forward in recognizing historical resources by sending out a Request for Proposal (RFP) to determine the cost and timing for a formal survey. We would like to have the responses by mid-August, if possible. In addition, it was agreed to work on MLUP language concurrently. The Commission would like an update on RFP by their August 27th meeting.

Mr. Heisig asked Ms. Connor if she would be available to help us review the RFP responses and she agreed to do that.

## **TEXT AMENDMENT - SECTIONS 78.500 AND 78.600: STORMWATER RUN-OFF**

The Planning Commission returned to this agenda item since Mr. Snell had arrived. Ms. Harvey stated the background that occurred leading to wanting these amendments. She stated that since the Township Engineer reviews stormwater systems, Mr. Snell was invited to participate in our discussion.

Mr. Snell then addressed the Commission members by stating that State regulations do not control soil erosion on private property and that the proposed ordinance was pretty good. In addition, the Drain Commission just published some additional rules but those apply to county drains only. Oshtemo Township had no county drains until subdivision leaching basins were included. Greystone/LaSelle is one such example.

Mr. Snell discussed the process that occurs in his office when storm retention systems are reviewed. This involves borings which are 8' below the bottom of the proposed retention basin. It also involves volume of water to be stored, soil conditions and the dimensions of the ponds.

The Commission members then reviewed the text amendments with Mr. Snell. It was agreed that draft #2 would be available for discussion at our August 27th meeting.

**INDUSTRIAL CLASSIFICATION REVIEW**

Ms. Harvey stated that the Committee reviewing this issue was in place and would be scheduling their first meeting the week of August 17.

**OTHER BUSINESS**

The Chairperson reviewed the upcoming meetings, and the members agreed that the August 13th meeting would include a continuing discussion of the signage ordinance.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:02 p.m.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

By: *Lara Meeuwse*  
Lara Meeuwse, Secretary

Minutes prepared:  
7/29/98

Minutes approved:  
8/13/98

AGENDA: \_\_\_\_\_

DATE: July 23, 1998

MINUTES: Planning Commission

SENT: August 21, 1998

ZBA

- Lara M.
- Dave B.
- ✓ Bill S.
- ✓ Brian
- ✓ Tom B.

PEOPLE

Home Builders Association  
 5700 West Michigan  
 Kalamazoo, MI 49009

Oshtemo Business Association  
 P.O. Box 1  
 Oshtemo, MI 49077

PC

- ✓ Libby
- ✓ Marvin
- ✓ Lara
- ✓ Ken H.
- ✓ Millard
- ✓ Ted C.
- ✓ Wilfred

McGraw-Hill / F.W. Dodge  
 4000 Portage Road  
 Kalamazoo, MI 49001

8-11-98

TB

- ✓ Fred
- ✓ Dave B.
- Marvin
- ✓ Norm

OFFICE

- ✓ ~~Becky~~ Jodi
- ✓ Bob
- ✓ ~~Naret~~ Steve
- ✓ Lois
- ✓ Ron
- ✓ Elaine
- ✓ Jim
- Attorney's
- Mike
- ✓ Ken
- ✓ Tobey
- ✓ Cathy
- ✓ Scott



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## **NOTICE**

### **OSHTEMO TOWNSHIP PLANNING COMMISSION MEETING**

**July 23, 1998  
7:00 pm**

#### **AGENDA**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - July 9, 1998
4. Text Amendment - Sections 78.500/78.600: Stormwater Run-Off
  - Board Review: Draft #1
  - Discussion with Township Engineer
5. Historical Resources Survey
  - Board Discussion with Pam O'Connor
6. Industrial Classification Review
  - Project Update
7. Other Business
8. Adjourn

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**\*\* SCHEDULE OUTLINE**

*July 28, 1998 Township Board Meeting*

: Text Amendment - Section 64.000: Setback Standards (1st Reading)

*August 11, 1998 Planning Commission Meeting*

: Special Exception Use/Site Plan Review - KL Mini Storage (Stor-N-Lock)

AGENDA: Planning Commission DATE: July 23, 1998  
MINUTES: \_\_\_\_\_ SENT: July 16, 1998

ZBA

     Lara M.  
     Dave B.  
  ✓ Bill S.  
  ✓ Brian  
  ✓ Tom B.

PEOPLE

Dave Person  
Kalamazoo Gazette  
P.O. Box 2007  
Kalamazoo, MI 49003

Home Builders Association  
5700 West Michigan  
Kalamazoo, MI 49009

PC

  ✓ Libby  
  ✓ Marvin  
  ✓ Lara  
  ✓ Ken H.  
  ✓ Millard  
  ✓ Ted C.  
  ✓ Wilfred

Oshtemo Business Association  
P.O. Box 1  
Oshtemo, MI 49077

Wightman Ward Corporation  
1818 W. Centre Street  
Portage, MI 49024

Cripps Fontaine Excavating  
7729 Douglas Avenue  
Kalamazoo, MI 49004

TB

  ✓ Fred  
     Dave B.  
  ✓ Marvin  
  ✓ Norm

John Van Straat  
Miller-Davis Company  
P.O. Box 2888  
Kalamazoo, MI 49003

OFFICE

  ✓ Becky  
  ✓ Bob  
  ✓ Marci  
  ✓ Lois  
  ✓ Ron  
  ✓ Elaine  
  ✓ Jim  
  ✓ Attorney's  
  ✓ Mike  
  ✓ Ken  
  ✓ Tobey  
  ✓ Cathy  
  ✓ Scott

July 23, 1998  
Draft #1

**Section 11.545 "Sediment" (definition)**

Solid particulate matter, mineral or organic, that has been deposited in water, is in suspension in water, is being transported, or has been removed from its site of origin by soil erosion.

**Section 78.500 Stormwater Management and Erosion Control**

*Statement of Purpose*

The purpose of this Section shall be to:

- : Protect the public health, safety and general welfare;
- : Promote the efficient use of land and water resources;
- : Provide for cost-effective and functionally-effective stormwater management;
- : Prevent soil erosion and sediment run-off;
- : Encourage the use of natural drainage systems for runoff;
- : Encourage multiple-purpose stormwater management which enhances the environmental character;
- : Allow the use of wetlands for stormwater detention in selected locations, while ensuring that the natural functions and quality of wetlands are protected;
- : Allow for off-site and/or common stormwater systems.

**Section 78.510 - Stormwater Management Standards**

All land uses requiring site plan review or site plan amendment shall be subject to the following stormwater system design conditions and limitations:

- a. The design of stormwater management and drainage facilities should seek to retain the natural retention and storage capacity of any wetland, water body, or watercourse, and not increase flooding or the possibility of

polluting surface or groundwater, on-site or off-site.

- b. All structures and land uses hereafter established in the Township shall be established in such a manner as to prevent any additional runoff of surface water onto adjoining properties; all owners or developers of property shall be required to construct and maintain such on-site stormwater retention system/discharge areas necessary to prevent flow of additional runoff of surface water onto adjoining properties.
- c. Unless otherwise approved, stormwater runoff shall be conveyed through swales and/or vegetated buffer strips (using indigenous plant species) so as to decrease velocity, increase natural infiltration, allow sediment to settle, and remove pollutants.
- d. Stormwater systems shall be designed to protect the public health and safety and be visually attractive.

[Reference Section 78.500 - fencing reqmts/18 in. water level standard]

**Section 78.520     Soil Erosion Control**

- a. The natural topography of a site shall be preserved to the maximum extent possible, except where major alterations are determined to be consistent with the purpose of this Ordinance set forth in Section 78.500.
- b. Earth changes shall occur in such a manner that minimizes the exposure time of any disturbed land.
- c. All owners or developers of property shall erect such temporary barriers during construction and/or earth change activity as are necessary to prevent soil or sediment to flow into any private or public stormwater retention system or discharge area. All owners or developers shall also construct and maintain all on-site soil and/or sediment retention systems as are necessary to prevent the flow of sediment onto adjoining properties and/or into any private or public stormwater retention or discharge areas.

**Section 78.530     Stormwater Run-Off to Wetlands**

Wetlands may be used for stormwater detention if the following conditions are met:

- a. The wetland does not have significant wildlife habitat or ecological values which would likely be impaired or destroyed;
- b. The wetland has sufficient holding capacity for stormwater;
- c. Adequate on-site soil erosion control is provided to protect the natural functioning of the wetland;
- d. Adequate erosion control and protection of wetlands is provided during the construction phase(s) of development;
- e. The stormwater proposal receives Township Engineer review and approval.

**Section 78.540      *Off-Site/Common Stormwater Management Systems***

- a. In lieu of an on-site stormwater system, the use of off-site stormwater conveyance, infiltration, and/or detention areas may be proposed. Any waiver shall be granted through a finding that the stormwater system design meets the purpose of this Ordinance set forth in Section 78.500. Such a waiver is not subject to variance approval by the Zoning Board of Appeals.
- b. easement/maintenance agreements  
  
(use language contained within variance approvals from on-site stormwater systems previously granted by ZBA)

**Section 78.550      *Stormwater Management /Soil Erosion Plan***

- a. A stormwater management and soil erosion control plan shall be submitted consistent with the Site Plan Application requirements set forth in Section 82.600.
- b. Review of the stormwater management and soil erosion control plan shall be performed consistent with the Site Plan Review procedures set forth in Section 82.000.
- c. The stormwater management and soil erosion control plan shall be subject to Township Engineer review and approval.

July 23, 1998

*Historic Preservation - Master Land Use Plan Amendment*

**Proposed Amendments:**

- Chapter 2 - Background (pgs 11-14)
  - : Rewrite *History* section based on additional information obtained through the Historical Resources Survey (Nov '97)
  
- Create new Chapter 3 - Historic Resources
  - : Include information and photographs obtained through the Historical Resources Survey (Nov '97)
  
- Establish Historic Resources Policies
  - : Incorporate into *new* Chapter 3 - Historic Resources
  - : Draft Outline - Policies
    - 1) Fully document Oshtemo's historic resources
      - expand/publish recently conducted survey
    - 2) Promote land use planning efforts that incorporates preservation planning
      - protection of agricultural land
      - corridor planning that recognizes 'heritage areas'
      - parks/open space planning that recognizes historic features
      - support PDR and TDR programs
    - 3) Increase protection of Oshtemo's historic resources
      - adopt historic preservation incentives
    - 4) Educate citizens on Township resources and preservation incentives
      - publish expanded resource survey
      - serve as information base for existing funding incentives (state/national)

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- sponsor workshops on rural/small town preservation planning

- **Expand Chapter 7 - Implementation**

- : Include implementation measures related to policies set forth in *new* Chapter 3
    - Historic Resources