

**OSHEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD NOVEMBER 8, 2018

Agenda

AGRITOURISM ORDINANCE REVIEW

GO! GREEN OSHEMO MASTER PLAN UPDATE REVIEW

CONDITIONAL REZONING ORDINANCE AMENDMENT REVIEW

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, November 8, 2018, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Cheri Bell, Chairperson
 Fred Antosz
 Ollie Chambers
 Dusty Farmer, Secretary
 Micki Maxwell
 Bruce VanderWeele, Vice Chairperson

MEMBER ABSENT: Mary Smith

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, and Martha Coash, Meeting Transcriptionist. No other persons were in attendance.

Call to Order and Pledge of Allegiance

Chairperson Bell called the meeting to order at approximately 6:00 p.m.

Agenda

Chairperson Bell asked for additions or deletions to the proposed agenda. Hearing none, she asked for a motion.

Mr. VanderWeele made a motion to accept the agenda as presented. Ms. Maxwell supported the motion. The motion was approved unanimously.

PUBLIC COMMENT ON NON-AGENDA ITEMS

No members of the public were in attendance; the Chair moved to the next agenda item.

APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 25, 2018

The Chair asked if there were any additions, deletions or corrections to the Minutes of October 25, 2018. Hearing none, she asked for a motion.

Mr. VanderWeele made a motion to approve the Minutes of the Meeting of October 25, 2018 as presented. Mr. Antosz supported the motion. The motion was approved unanimously.

Chairperson Bell moved to the next agenda item.

AGRITOURISM ORDINANCE REVIEW

Ms. Johnston reviewed the changes made resulting from suggestions at the September 27th meeting.

The question was raised as to whether Category 3, created to “allow opportunities for limited nonresidential special events or activities that make use of existing rural character and agricultural buildings,” could be eliminated and addressed rather under Agritourism categories one or two or by existing guidelines for temporary outdoor events.

There was extended discussion regarding this suggestion, but it was ultimately decided the intent and goals were different enough a separate Agritourism category was appropriate.

After further discussion it was agreed length of event, hours of operation etc. would be developed into a chart by type of event and that it might be useful to incorporate wording from the outdoor gathering ordinance.

Also discussed were the restrictions established in the draft document to only properties located on roads designated as state highways or primary roads. There was a desire to make the opportunities more available to properties except for those in or accessed by plated subdivisions.

Ms. Johnston will make changes to reflect the discussion and return to the Commission with a revised document as well as a draft of a special events management table.

It was agreed to schedule an informal public comment period for the meeting of December 13. In addition to normal notice, notification of the opportunity will be provided to those who attended Master Plan rural preservation meetings. A small ad will also be printed in the *Gazette*. The Commission will decide at that meeting whether the document is ready for a January 24th public hearing.

GO! GREEN OSHTEMO MASTER PLAN UPDATE REVIEW

Chairperson Bell moved to the next agenda item and asked Ms. Johnston for her review.

Ms. Johnston provided the updated plan and appendices to Commissioners as well as an updated design for the plan cover for review. She reviewed the updates and corrections that were made to the plan as requested by the Commission.

Commissioners were very pleased with the revised document and the updated cover design.

Ms. Johnston said the update will go to the Township Board for review at their next meeting so they can approve distributing the plan to local jurisdictions for the required 63 day review. The plan will come back to the Commission on January 10 for recommendation to the Township Board on January 24. It is hoped adoption by the Township Board will occur in February.

Commissioners acknowledged and thanked Staff for the tremendous amount of work done to produce the document in house.

CONDITIONAL REZONING ORDINANCE AMENDMENT REVIEW

Chairperson Bell moved to the next item on the agenda and asked Ms. Johnston for her review.

Ms. Johnston noted the requested amendment was brought to the Planning Commission at the September 13 meeting to revise how the Township revokes a conditional rezoning. She reviewed changes to the draft wording requested by Commissioners at that meeting and indicated if the new draft was acceptable, a public hearing for the amendment would be set for the December 13 meeting.

She will develop a form letter detailing process instructions for property owners.

The Planning Commission was comfortable with the updated draft and agreed the public hearing for re-codification should be set for the December 13th meeting.

OLD BUSINESS

There was no old business to consider.

ANY OTHER BUSINESS

Chairperson Bell raised the possibility of moving the start time for 2019 Planning Commission meetings from 7:00 p.m. to 6:00 p.m. and after discussion, Commissioners were in agreement that they would like meetings in 2019 to begin at 6:00 p.m.

PLANNING COMMISSIONER COMMENTS

There were no Commissioner comments.

ADJOURNMENT

Hearing no further comments, Chairperson Bell adjourned the meeting at approximately 8:25 p.m.

Minutes prepared:
November 10, 2018

Minutes approved:
December 13, 2018