

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

MINUTES OF A REGULAR MEETING HELD DECEMBER 14, 2006

**AGENDA**

**WORK ITEM - FORM BASED CODE**

A regular meeting was conducted by the Oshtemo Charter Township Planning Commission on Thursday, December 14, 2006, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Terry Schley, Chairman  
Lee Larson  
Deborah L. Everett  
Mike Smith  
Kathleen Garland-Rike

MEMBERS ABSENT: Fred Gould, Bob Anderson

Also present were Jodi Stefforia, Planning Director; Mary Lynn Bugge, Township Senior Planner; Brian VanDenBrand, Township Associate Planner; Greg Milliken consultant with McKenna Associates, and approximately two other interested persons.

**CALL TO ORDER**

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

**AGENDA**

The Chairman said the first item for consideration was the approval of the Agenda. Mr. Larson made a motion to approve the Agenda. The motion was seconded by Mr. Smith. The Chairman called for a vote on the motion, and the motion passed unanimously.

## **MINUTES**

The Chairman said the next item for consideration was the approval of the minutes of November 16, 2006. Mr. Smith made a motion to approve the minutes as presented. The motion was seconded by Mr. Larson. The Chairman called for a vote on the motion, and the motion passed unanimously.

## **WORK ITEM - FROM BASED CODE**

Mr. Greg Milliken of McKenna Associates initially gave a brief summary of the discussion that occurred at the Form Based Code work session on November 9. He then proceeded to conduct the work session on the preliminary draft of the Definition and Street Standard portions of the code under development for the DDA area. The Planning Commission reviewed the proposed text and discussed various additions, clarifications and modifications.

## **OTHER BUSINESS**

Ms. Stefforia advised that the Township Board was suggesting future Joint Meetings start at 6:00 p.m. rather than 7:00 p.m. It was the consensus of the Planning Commission that they were agreeable with the earlier start time.

## **PLANNING COMMISSION COMMENTS**

Mr. Schley stated that this was the last meeting for Kathleen Garland-Rike. He thanked her for her conscientious service and contributions to the Planning Commission during her two terms as a Commissioner.

Ms. Garland-Rike stated she had enjoyed her tenure on the Commission.

Regarding Joint Meetings, the Chairman reiterated Planning Commissioner's comments that for future meeting to be most productive and ensure the best use of all participants' time, a formal agenda should be prepared and followed at each session.

## **ADJOURNMENT**

There being no other business, Mr. Larson made a motion to adjourn the meeting at approximately 9:25 p.m. Mr. Smith seconded the motion. The Chairman called for a vote on the motion, and the motion passed unanimously.

OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION

By:

Minutes prepared:  
December 18, 2006

Minutes approved:  
\_\_\_\_\_, 2006