

## Wakeshma Township Quarterly Planning Commission Meeting

Monday, October 10, 2016 7:00 PM

The meeting was called to order at 7:00 PM by Chairperson Delbert Burr. Planning Commission members in attendance were Delbert Burr, John Wright, Jerry Hamelink, Deb Brockway and Barbara Thole. Others present were Supervisor Jason Gatlin, Treasurer Leanne Munn, Captain Eric Munn of South County Fire Authority, Christine Hamilton of SCMCCI, and the owner and her representative who were representing Leslie Meadows, LLC.

Approval of minutes from quarterly meeting and public hearing held on June 20, 2016-John Wright made a motion to accept the minutes as recorded. It was supported by Jerry Hamelink and passed unanimously.

Election of officers for 2017: For Chairperson, a motion was made by Jerry Hamelink and supported by John Wright to nominate Delbert Burr. The motion passed unanimously. For Vice-Chairperson, Delbert Burr nominated John Wright and it was supported by Jerry Hamelink. The motion passed unanimously. For Secretary, Barbara Thole was nominated by John Wright and it was supported by Deb Brockway. The motion passed unanimously.

Resolution for dates of Planning Commission quarterly meetings for 2017: A motion was made by John Wright and supported by Delbert Burr to hold Four (4) regularly scheduled meetings as follows for the calendar year 2017. The dates will be January 16, 2017, April 10, 2017, July 10, 2017 and October 9, 2017 at 7:00 PM. Voted by resolution: Brockway-Yes, Wright-Yes, Burr-Yes, Hamelink-Yes, Thole-Yes. The resolution passed unanimously.

Christine Hamilton of SCMCCI was asked to address the Planning Commission on the following requests:

A zoning ordinance relating to allowing new buildable lots with minimum required frontage on private road instead of a public street was approved at the June 20, 2016 Planning Commission meeting. At this meeting of October 10, the Planning Commission was asked to review the application submitted by Jerry and Nancy Hamelink and Steve and Faith Chadwick for a private road as allowed in Ordinance No. 41, Section 5.9, Subsection A-11 and concerning Road Maintenance. Ms. Hamilton advised that no site plan review was needed as the standards have been met according to Section 5-9 of the ordinance. After discussion, a motion was made by John Wright and supported by Deb Brockway to approve the private road/road maintenance request as submitted by the Hamelinks and Chadwicks. The motion was approved unanimously. Mr. Hamelink abstained from voting.

The next item was for a site plan review requested by Leslie Meadows, LLC located at 11586 South 48<sup>th</sup> St., Fulton, MI 49052. The site plan is for a proposed building that would be used for a wedding/event center.

The building would be located on twenty acres in the agricultural district and is considered to be a home based business which is permitted in Chapter 5, Section 5.2H and is subject to a site plan review by the Planning Commission (Chapter 11) of the ordinance. Ms. Hamilton informed the Planning Commission that she has reviewed the site plan and found it to be administratively complete for review by the Commission. Ms. Hamilton explained Chapter 11, Site Plan Review and asked the Commission for any discussion and questions that there might be in regard to the plan and blueprints submitted. There was discussion between the Commission and the representatives of Leslie Meadows, LLC which resulted in a motion being made by John Wright and supported by Jerry Hamelink. The motion is as follows:

The Planning Commission has reviewed the final site plan approval process which is Section 11-6 for Leslie Meadows, LLC. We have reviewed the definition for a home based business in Chapter 2 Definitions. A variance was not required. A special land use is not required. It was determined that Leslie Meadows, LLC is a home based business located in the agricultural district and is a permitted use. Approval is made with the following conditions: A report to be required from the Road Commission based on Section 11.6.4.; and floor drains to be addressed based on Section 11.6.8. The results of these issues are to be submitted to the Zoning Administrator who will forward them to the Planning Commission. It has been determined that the hours of the business will be allowed from 12:00 Noon to 12:00 Midnight with music ceasing at 11:00 PM. Employees of Leslie Meadows, LLC are limited to only family members. Motion to approve based on conditions stated. The motion was unanimously approved with the conditions.

Ms. Hamilton submitted to the Planning Commission two sample ordinances concerning Vehicle Storage and Repair. Supervisor Gatlin invited the Planning Commission to review them and submit their thoughts even though they do not fall under zoning ordinances and are not subject to recommendation by the Planning Commission, but will need to be voted on by the Regular Board. All comments need to be submitted by October 24, 2016 in order to be taken up at the November 7, 2016 Regular Board Meeting.

Ms. Hamilton also requested that the township review the application documents and fees for such things as site plan reviews, special meetings, etc. and adopt the appropriate documents and fees at a Regular Board meeting. Application fees can be charged retroactively if so desired stated Ms. Hamilton. It is at the discretion of the township.

On October 6, 2016 an e-mail was received by the Supervisor in regard to a meeting requested by Marissa Laderach, Project Planner from Beckett&Raeder, Inc. on behalf of Kalamazoo County with the Planning Commission in regard to Wakeshma Township's Master Plan. As the notice was short and the agenda already long for the meeting on October 10, it was agreed by the Planning Commission members that Ms. Laderach receive an invitation to the January 16, 2017 quarterly meeting. The Planning Commission Secretary will e-mail Ms. Laderach with that invitation.

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A motion was made by Mr. Wright and supported by Mr. Burr to adjourn. The meeting adjourned at 9:30 PM.

Respectfully submitted:

Barbara Thole, Secretary for Planning Commission.