

Approved Minutes
Grass Lake Charter Township Planning Commission Meeting
December 13, 2018 @ 7:00 PM

CALL TO ORDER: Chairperson Hinkle called the meeting to order at 7:04 pm.

ROLL CALL: Members present: Jere Hinkle, Lacey O'Quinn, Rob Doerr, Tom Brennan and Roger Memmer. Members absent: Ken Elliott and Jim Warbritton.

ALSO PRESENT: Zoning Administrator, Doug Lammers; Andover North representatives, Donald Westphal, Jack Ripstra and LaFonda Bontrager; and seven citizens.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA:

Moved by Brennan and supported by O'Quinn to approve the agenda. All ayes. Two absent. Motion carried.

APPROVAL OF NOVEMBER 8, 2018 MEETING MINUTES:

One correction was noted. The fourth paragraph under NEW BUSINESS should read: "Motion by Elliott to approve the one year ~~extension~~ **renewal** to L&L Development for..."

Moved by Doerr and supported by Brennan to approve the November 8, 2018 meeting minutes with the above amendment. All ayes. Two absent. Motion carried.

NEW BUSINESS

a. Preliminary Site Plan Review, Andover North case #18-10-0011.

Westunn Communities is proposing a planned 152 lot Manufactured Home Community, Andover North, for multi-section homes built to HUD code. The development will be located immediately north of the existing Andover Manufactured Home Community.

The developer's representative, Donald Westphal, presented the preliminary site plan and project information for the proposed development. Copies of the

preliminary site plan and project information were provided with the developer's application for preliminary site plan approval.

The site is comprised of approximately 55 acres and is zoned R-4, Manufactured Housing Community District. The proposed lot and road layout (except for road crossings) avoids mapped wetlands and an existing drainage easement. Water and sewer service are located in Michigan Avenue south of the site and are proposed to be extended to the site.

It was noted that the proposed development is to be professionally managed and homesites will be developed and maintained in accordance with a comprehensive set of "Guidelines for Living" to assure an overall appearance similar to the existing Andover development. Existing Andover Community Manager, LaFonda Bontrager, will provide a copy of the "Guidelines for Living" to the Planning Commission.

Mr. Westphal noted that upon receiving Township approval of the preliminary site plan, submittals will be made to Jackson County Road Commission, Jackson County Drain Commission and Jackson County Health Department for their approval and then final plans will be prepared and submitted to the State of Michigan for final permits.

In general, there was a positive reaction to the preliminary site plan, however it was decided to request planner, John Enos of Carlisle/Wortman Associates, to review the site plan. Zoning Administrator, Doug Lammers will forward the site plan and supporting information to Mr. Enos for his review as soon as possible.

CITIZENS WISHING TO ADDRESS THE COMMISSION:

Joanne Ackerman read a letter from her addressed to the Planning Commission regarding the renewal of L& L Development special use permit. A copy of the letter is appended to these minutes.

TOWNSHIP BOARD REPORT:

Tom Brennan reported that the Township Board approved the annual budget at their November 11, 2018, Board meeting.

OLD BUSINESS:

a. Zoning Ordinance, Section for LI/HC:

As noted at previous Planning Commission meetings, the current Township Zoning Ordinance has established a Light Industrial/Highway Commercial (LI/HC) district however, there are no regulations governing

the district in the ordinance. As a remedy for this situation, Carlisle/Wortman Associates, suggested establishing an overlay district along the I-94 corridor that would be a mapped zone that imposes a set of special requirements in addition to those of the underlying zoning districts. However, prior to establishing an LI/HC overlay district it would be necessary to rezone the currently zoned LI/HC parcels to either LI or HC.

Zoning Administrator, Doug Lammers, requested that Planning Commission decide at the upcoming January 17, 2019, meeting whether the currently zoned LI/HC parcels be rezoned to either LI or HC.

b. Rezoning Project:

Zoning Administrator, Lammers, previously presented a zoning map of the Township with all parcels greater than 5 acres and classified as Agriculture (for property assessing purposes) identified as an overlay. Many of the identified parcels are not currently zoned Agricultural (AG), and therefore, it would be appropriate to rezone these parcels to AG. It would be desirable to select a number of these parcels for rezoning as soon as possible in order to initiate a first phase for the rezoning project.

GENERAL DISCUSSION: None

PROPOSED BUSINESS FOR NEXT MEETING:

The next regular meeting was established for Thursday, January 17, 2019. Proposed business to include, action on the Andover North Preliminary site plan, election of officers and continued work on the rezoning project.

ADJOURNMENT:

Moved by Brennan and supported by Doerr to adjourn meeting at 8:37pm. All ayes. Two absent. Motion carried.

Respectively submitted,

Roger Memmer, Secretary
Grass Lake Charter Township Planning Commission

Attachments:

1. Copy of undated letter from Joanne Ackerman to the Grass Lake Township Planning Commission.