



Armada Township

PLANNING COMMISSION

23121 E. Main Street, P.O. Box 578

Armada, Michigan 48005

Telephone: (586) 784-5200 Facsimile: (586)784-5211

MINUTES

February 5, 2020

7:00 p.m.

Regular Meeting

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Approve/Amend Agenda
5. Approval of minutes: **Regular Meeting September 4, 2019**
6. Public Comments
7. Public Hearing:
8. Reports & Correspondence
9. New Business: **A.) Annual Report**
 - B.) Set Meeting Dates for 2020**
 - C.) Election of Officer's**
 - D.) Site Plan Process**
 - E.) Shipping Container's**
 - F.) Address Minutes to be Emailed**
 - G.) Planning Consultant Services**
10. Unfinished Business:
11. PC Projects
12. Public Comments
13. Adjournment

Next Scheduled Regular Meeting: March 4, 2020

.....

Call to order: Chair Kehrig called the meeting to order at 7:00 p.m.

Pledge of Allegiance: Chair Kehrig led the group in the Pledge of Allegiance.

Roll Call: Present: Finlay, Wieske, Jabara, DeCock, Kehrig, Nikkel and Abercrombie. Also, present: Planner Joe Tangari, and Recording Secretary Christine White.

Approve/Amend Agenda: Abercrombie adding **F.) Address minutes to be emailed. DeCock adding G.) Planning Consultant Services. Motion made by DeCock, seconded by Finlay, to approve the agenda as amended. Six Ayes; Kehrig Nay: Motion Carried.**

Approval of Minutes: Regular meeting minutes September 4, 2019. DeCock wants a line added stating that the Planning Commission was left out of the discussion, regarding A.) Blake's Site Plan Review. **Motion made by Wieske, seconded by DeCock, to approve minutes with the change. All Ayes: Motion Carried.**

Public Comments: Mr. Gary Young, 72455 McFadden Rd. inquired about an accessory structure addition to his attached garage.

Public Hearing: None.

Reports and Correspondence: Chair Kehrig noted the Planning & Zoning News for Sept./October, November, December 2019, January & February 2020. Citizen Planner Classes, planning commission terms expiring, fire review for Blake's Farm, and a Right of Way survey for Blake's Farm. Chair Kehrig informed the commission about a phone call from Andrew Blake in regard to a proposed facility. Abercrombie requested a follow up fire report in regard to Blake's Farm. DeCock gave an update about the PDR. **Motion made by Abercrombie, seconded by Finlay, to receive and file as presented. All Ayes: Motion Carried.**

New Business: A.) Annual Report: Planner Tangari went over the Annual Report with the commission, he added term expirations to the table. **Motion made by Abercrombie, seconded by Kehrig, to approve the annual report and forward to the Armada Township Board. All Ayes: Motion Carried.**

B.) Set Meeting Dates for 2020: The commission reviewed the dates. **Motion made by Nikkel, seconded by Finlay, to accept the Open Meetings Resolution for 2020. All Ayes: Motion Carried.**

C.) Election of Officer's: A Chair, Vice-Chair and Secretary shall be elected by a majority vote of the members of the Commission present in session each year. Chair Kehrig went over each roll. Currently, Kehrig is Chair, DeCock is Vice-Chair, and Abercrombie is Secretary. **Motion made by Finlay, seconded by Nikkel, to keep the same. All Ayes, Motion Carried.**

Motion made by DeCock, seconded by Finlay, to change the order of D.) Site Plan Process and E.) Shipping Container's. All Ayes: Motion Carried.

D.) Shipping Container's: Planner Tangari went over his memo with the planning commission on shipping containers and trailers as Accessory Buildings. There is a range of how different communities deal with them. If a home is built with them it would be covered under the Michigan Building Code. Definitions of shipping container and truck trailer were included in the memo. A draft section was included in the memo for the commission to review. How enforcement could be handled with any new ordinance was discussed. How they could possibly be moved around or affixed and the cost and affordability were discussed. Finlay requested more direction from the board, and if the attorney could go over the proposed language from the planner. **Motion made by Finlay, seconded by DeCock, to table pending more information from the township board and information from the MTA. Six Ayes; Jabara Nay: Motion Carried.**

E.) Site Plan Process: Chair Kehrig went over the site plan review application/special land use approval process with the commission. The ordinance was included with the fee schedule. A sample flow chart was included. Also, copies from the ordinance book page 76 Acceptable Ancillary Uses, and pages 87, 88, & 89 SAA-Special Ancillary Agricultural Uses Overlay District were also included.

A discussion of the last site plan review for the cider mill and concerns of how the plan was submitted after the deadline was discussed. Concerns that dimensions for setbacks, and location requirements were not met. The due date for a site plan is the second Thursday of the month, by 4 p.m. A report was requested from the commission on item details from the site plan. A final fire report is also being requested. Planner reviews were discussed and the commission wanted to see not just a review but an opinion of to approve or not to approve with reasons being stated. Nikkel would like more clarification on the use of buildings, (use will affect the design and engineering standards), more of a narrative to determine ancillary to a farm or if a Special Land Use is required. Site plan requirements are lower for ancillary agriculture uses. Finlay concerned with the more things are approved the more of a problem the roads become. **Motion made by DeCock, seconded by Jabara, that site plans must be submitted by the deadline of the second Thursday of the month. Site plans must be submitted 21 days before any special meeting. All Ayes: Motion Carried.**

F.) Draft minutes: Motion made by Abercrombie, seconded by Jabara to have draft minutes emailed to commissioners when done and also mailed in the packets. All Ayes: Motion Carried.

G.) Planning Consultant Services: Current planner has been with the township for six years and DeCock would like to see other proposals, and welcomed our current planner to submit a new proposal. **Motion made by DeCock, seconded by Nikkel, to ask the township board to request bids from Planning consulting firms. Five Ayes; Kehrig and Jabara Nay. Motion Carried.**

PC Projects: None.

Public Comments: A request by Nikkel to submit ideas and then prioritize for up coming meetings was requested. Planner Tangari stated the master plan review is coming up this year. Abercrombie requested new ordinance book for herself, and the commissioners stated they would like them as well.

Adjournment: Motion made by DeCock, seconded by Wieske, to adjourn at 9:53 p.m. All Ayes. Motion Carried.

Respectfully submitted:

Christine White,
Recording Secretary

Approved:

DJ Kehrig,
Chairperson _____ Date _____