



# Armada Township

## PLANNING COMMISSION

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

Armada, Michigan 48005

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### DRAFT MINUTES

May 2, 2012 – 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 – April 4, 2012**
6. Public Comments
7. Public Hearing
8. Reports and Correspondence
9. Unfinished Business
  - a. **Parking**
10. New Business
  - a. **Discussion of Acceptable Ancillary Uses**
11. PC Projects: **Recreation Master Plan Expiration Dec. 31, 2012**
12. Public Comments
13. Adjournment

Next Scheduled Regular Meeting: June 6, 2012

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**Call to order:** Chair Kehrig called the meeting to order at 7:03 p.m.

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

**Roll Call:** Present: Kehrig, DeCock, Finlay, LeMieux, Swiacki, Finn

Absent: Jabara

Also present Chris McLeod, planner, Christine White, recording secretary.

**Approve/Amend Agenda: Add under new business: b.: Mud bogs monthly documentation**

**Motion made by LeMieux, seconded by DeCock, to approve agenda as amended. All ayes, Motion Carried.**

**Approval of Minutes** from regular meeting, **April 4, 2012.**

On page four, fourth paragraph from bottom DeCock would like the all ayes changed. He said there was a nay, it was him.

**Motion made by Finn, seconded by DeCock, to strike sentence on page four third paragraph from the bottom. The sentence reads “a bulldozer is onsite and a strap is hooked up to vehicle before it goes into the pit.” Finn aye, DeCock aye, Kehrig nay, Finlay nay, LeMieux nay, Swiacki nay, Motion Failed.**

**Motion made by LeMieux, seconded by DeCock, to approve minutes as corrected. All ayes, Motion Carried.**

**Public Comments:** Comment made from an audience member in regard to the tow strap sentence the Planning Commission discussed under approval of minutes.

**Public Hearing:** None.

**Reports and Correspondence:** Chair noted the Planning and Zoning News for April, a Leadership Academy Seminar to be held on June 7 & 8, and an Armada Fire Department memo in regards to mud bogs. **Motion made by LeMieux, seconded by Swiacki, to receive and file as presented. All ayes, Motion Carried.**

**Unfinished Business: Parking.** Ben Delecke from the Armada Village Planning Commission presented a proposed parking lot plan. The main idea of the plan would be to purchase Larry’s Automotive, and after demolishing the building, use as a parking lot that would service the Township, the Village, the Post Office and the northeast business section of the village. The Village Planning Commission did a study of parking within the village, and believes there is a need for more parking. They are seeking a recommendation from the Armada Planning Commission, to the Armada Township Board for the purchase of Larry’s Automotive. After a lengthy discussion a **Motion made by DeCock, seconded by Finn, to recommend it is a good idea to purchase Larry’s Automotive for a parking lot with the Village of Armada if terms can be worked out between the Village Board and the Township Board. The terms to be worked out would include the health, safety and welfare of the residents in the community.**

**Amendment made by Finn, seconded by DeCock to specifically say that the lot be used for a parking lot.**

**Amendment by DeCock, seconded by Kehrig to change purchase to investigate the purchase with the purpose being a parking lot. Kehrig nay, DeCock aye, Finlay aye, Finn nay, LeMieux aye, Swiacki aye, Motion Carried.**

**New Business:**

**a.) Discussion of Acceptable Ancillary Uses:** Under AG-Agricultural Preservation District Section 8.01B 2. Acceptable Ancillary Uses L. which states “Accessory or similar uses to those listed above as approved by the Planning Commission is discussed.” Kehrig proposes guidelines for the planning commission, and suggests that a process be put into place. Chris McLeod stated that the statement was designed to be a catch all, because nobody really knows what the future may bring. You may leave item L. open and deal with them on a case by case basis.

- Finlay believes the process should be looked at on a case by case basis.
- DeCock would like a formal application, emphasizing noise control.
- Discussion of who has the authority to shut down an event.
- A contact person needs to be put into place and discussed with the fire department and supervisor before an event takes place.
- If there is a life or death situation the fire department or police would have the authority to shut down an event.
- If it is just a zoning ordinance violation it would have to follow that procedure.

DeCock would like to add a letter m. that specifies that a form be filled out with who the contact person will be in case of an emergency situation.

Chris McLeod does like the idea of having an emergency plan in place for all Agri-business. He thinks the planning commission should consider ancillary uses be made into special land use. This will slow down the process, and add costs, but it will give the Planning Commission more control. The Commission directed Chris McLeod to research options or ideas for the planning commission to consider.

**Motion by DeCock, seconded by Finlay, to add a letter m. to the ordinance to have a form filled out with emergency contact information.**

**Amendment by DeCock, seconded by Finn to add under subsection 7E of the Agri-business section, instead of letter m, so that it applies to all Agri-Businesses. Kehrig nay, DeCock, aye, Finlay aye, Finn aye, LeMieux aye, Swiacki aye. Motion carried.**

**b.) Mud bogs monthly documentation:** A deadline was never given for paperwork to be turned in for verification of an ancillary use. A recommendation from Swiacki is ten days in advance of an event for all documentation to be given to the township. The fire chief should set the deadline for the number of days prior he would like to have the layout. Kehrig stated that administratively deadlines should be set, and if the information is not provided that the event could not take place.

**PC Projects: Recreation Master Plan Expiration Dec. 31, 2012.** Swiacki, Planner Chris McLeod and Park Director Matt Goetzinger, held a meeting to discuss what had been done, what needs to be done, and presented the commission with a list for each park with priority, improvement, cost and notes as they pertain to each park. The commissioners are to rate each item high, medium, low from the provided sheet for further discussion at meetings.

**Motion made by Finn, seconded by Swiacki, to hold a public hearing in August. All ayes, Motion Carried.**

**Public Comments:** Ben Delecke is going in front of the Trail Commission in regards to trail parking near the grainery.

**Adjournment: Motion made by Swiacki, seconded by Finn, to adjourn at 9:48 p.m. All ayes; Motion Carried.**

Respectfully submitted:

Christine White  
Recording Secretary

Approved:

DJ Kehrig, Chairperson \_\_\_\_\_ Date \_\_\_\_\_