



Armada Township

PLANNING COMMISSION

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

Armada, Michigan 48005

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

MINUTES

April 6, 2022

In Person & Virtual Meeting

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 November 3, 2021**
6. Public Comments
7. Public Hearing
8. Reports & Correspondence
9. New Business:
 - A.) **Annual Report**
 - B.) **Meeting Dates for 2022 Open Resolution**
 - C.) **Election of Officer's**
10. Unfinished Business
11. PC Projects: A.) **Ordinance Updates- second homes on property; seasonal worker clause, limit size of attachment on garages, accessory structures, shipping containers, administration review-fence conflict**
12. Public Comments
13. Adjournment

Next Scheduled Regular Meeting: May 4, 2022

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: Kehrig, Finlay, Jabara, Murray, Wieske and Abercrombie. Also, present: Planner Laura Haw and Recording Secretary Christine White. Absent: Finn

Approve Agenda: Motion made by Abercrombie, seconded by Wieske, to amend the agenda by adding **D.) Administration Review Discussion**. All Ayes: Motion Carried.

Approval of Minutes: Regular meeting minutes November 3, 2021. Motion made by Abercrombie, seconded by Murray, to approve the minutes as presented. All Ayes: Motion Carried. Jabara provided a request by Monica Job for a webinar that Chair Kehrig attended.

Public Comments: None.

Public Hearing: None.

Reports and Correspondence: Chair Kehrig noted the Blake Farm's traffic study, the administrative review for Achatz fence, the review does not violate the Open Meetings Act, a decision would. Planner Haw went through her review and there was a discussion regarding their original site plan. Citizen

Planner newsletter, Kehrig and Jabara would like to attend classes, and Planning & Zoning News for November, December, January, and February. 2022 Spring CES Presentation by ROWE, Notice of Intent to Update Master Plan from Ray Township, email from attorney Christine Anderson in regard to Administrative Review, updated copies of the zoning ordinances. Replacement pages will be provided for the zoning ordinance books. **Motion made by Abercrombie, seconded by Finlay, to receive and file as presented. All Ayes: Motion Carried.**

New Business:

- A.) Annual Report:** Commission discussed how impressive and easy to read the report is. Strike the word partnership on page two under June. Planner Haw went over the master plan implementation section of the annual report with the commission, and suggested identifying and prioritizing some of the text amendments to further align with the master plan. There was additional discussion regarding the 32 Mile Rd. Road study, water, sewer, internet and grants. **Motion made by Jabara, seconded by Abercrombie, to present amended report to the township board. All Ayes. Motion Carried.**
- B.) Meeting Dates for 2022 Open Resolution:** The township board will adopt in the future. **Motion made by Murray, seconded by Finlay, to adopt the open meeting date resolution. First Wednesday of each month at 7:00 p.m. All Ayes. Motion Carried.**
- C.) Election of Officer's:** **Motion made by Finlay, to have Abercrombie as chair. Abercrombie declined. No second. Motion Failed.**
Motion made by Murray, seconded by Finlay, to have Kehrig as chair. Kehrig nominated Abercrombie for vice-chair. Abercrombie accepted. Kehrig nominated Jabara for secretary. Jabara accepted. All in favor of Kehrig for Chair, Abercrombie for Vice-Chair, Jabara for Secretary. All Ayes. Motion Carried.
- D.) Administrative Review Discussion:** Abercrombie provided a list of suggested guidelines to the commission in regard to administrative review. She went over some reasons she felt the guidelines were necessary. Mention was made that the Township Board adopted the ordinance in November. **Motion made by Abercrombie, seconded by Jabara, to halt administrative reviews until specific guidelines are adopted by the planning commission or decision is made to do away with the ordinance. All Ayes. Motion Carried.**

Unfinished Business: None.

PC Projects: **A.) Ordinance Updates: Second homes on property; seasonal worker clause, limit size of attachment on garages, accessory structures, shipping containers, administrative review-fence conflict:** Planner Haw passed out worksheets for the commission and went through them looking for the commission to prioritize three different areas to work on moving forward. These would be text amendments to support the master plan. She suggested a design overlay for the 32 Mile Rd. and North Ave. corridor. She will bring samples for the commission. She also went over a schedule of permitted uses, that will not change the ordinances, but would compile information to be more user friendly. Discussion continued regarding trails and a diversity of housing types.

Shipping Containers: Kehrig read comments from the township board as to what their concerns were. Planner Haw went through her review with the commission. The ordinance currently provides latitude for appearance. Part C to be added for exterior finishing materials that obscure the shipping container's appearance and provide continuity to surrounding residential building designs are encouraged. To be painted a natural earth tone color. A flat roof was acceptable. Added a concrete or crushed stone base acceptable to the Building Inspector. The planner will provide a clean copy and Building Inspector will review.

Small Scale Entertainment: Planner Haw said that she could not find any information from the Health Department. She went through some of the current zoning ordinance language. She recommended not changing the 1500 person maximum, but consider a separation distant of 100 feet or more, and to reaffirm hours of operation. Permanent seating will be removed. Hours of operation and capacity will be looked at next month. Tabled.

Garage Size Limitation: Planner Haw went through new information and examples from other communities with the commission. Tabled.

Accessory Structures: The commission discussed why this is back on the agenda. Finlay went through a handout with the commission. **Motion made by Kehrig, seconded by Wieske, to keep Section 2.03**

Section 4c special land use as is. Finlay; Nay, Jabara; Aye, Wieske; Aye, Kehrig; Aye, Abercrombie; Nay; Murray; Aye: Two (2) Nays; Four (4) Ayes: Motion Carried.

Second homes on property; seasonal worker clause: Tabled.

Discussion of when the attorney reviews zoning ordinance amendments.

Administrative review-fence conflict: Kehrig explained this was put on for discussion, particularly how the planner would handle a modified smaller site plan review.

Public Comments: Monica Job made comments in regard to zoning ordinances.

Adjournment: Motion made by Finn, seconded by Abercrombie, to adjourn at 9:28 p.m. All Ayes: Motion Carried.

Respectfully submitted:

Christine White,
Recording Secretary

Approved:

DJ Kehrig,
Chairperson _____ Date _____