

MINUTES OF THE 466TH REGULAR MEETING OF THE  
WEBSTER TOWNSHIP PLANNING COMMISSION  
WEDNESDAY, JANUARY 18, 2017

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Rob Mitzel, Cynthia Zuccaro, John Westman, Charles Estleman, Erica Perry, Paul Zalucha

WTPC Members Absent: George Goodman

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, Chris Atkin, Gary Koch, John Scharf and 8 citizens

I. Approval of Agenda: Erica Perry made a motion, 2<sup>nd</sup> by Cindi Zuccaro, to approve the agenda as written. Motion carried unanimously.

II. Approval of Minutes: Charles Estleman moved, 2<sup>nd</sup> by Paul Zalucha, to approve the minutes as written of the 12/21/2016 Webster Twp. Planning Commission Regular Meeting. Motion carried unanimously.

III. Township Board Report:

A. John Westman said the Board approved poverty guidelines to give tax relief and made minor adjustments to the budget. The Nuisance Ordinance will be on next month's agenda.

B. John Westman reported that an appraisal was approved for a PDR application

IV. Zoning Report – Randy Raiford reviewed his “Zoning, Property Inspection & Code Enforcement Activity Report” dated January 17, 2017 (attached). Rob Mitzel asked for a 2016 year end summary report and Randy said he would do one.

V. Comments from the Public: None

VI. Public Hearing for Zoning Ordinance Text Amendments to align the terminology for road classifications with the Master Plan, specifically to remove references to major, local, minor, arterial, and collector roads and replace with references to primary, local, and neighborhood roads with a redefinition of local roads. Rob Mitzel opened the Public Hearing at 7:15pm.

A. Connie Savander listed many places where the setback was not clear on if it was measured to the center of the road or to the lot line and she asked for reference points to be added to Sections 9.12; 9.35; 9.37; 9.40; 9.50 and 12.85. In addition the S and Y should be lower case in Section 9.12.

B. John Scharf asked what is a high volume of traffic and high speed in the primary road definition? He asked if the specific list of roads would affect the Township's ability to get road funding from Washtenaw County Road Commission. He asked where we got the volume counts.

C. As there were no further comments, Rob Mitzel closed the Public Hearing at 7:18pm.

VII. Text Amendment Discussion

A. Rob Mitzel explained that the side and rear setbacks are measured from the lot line, while the front setback is measured from the center of the road. The changes are to line up our terminology with the County terminology which is consistent with the State.

B. Erica Perry asked to change a grammar mistake in the 2<sup>nd</sup> to last sentence of Section 13.35 just before Section 13.75 – to not strike “on”. Also, it is “preserve” and not “preserved” in 13.75A.

C. Rob Mitzel said Item #7 should be Item #6 in Section 2.10. It was noticed that the letter configuration is in error. Rob said he would check with our Township Attorney to see if this will affect the notice that was posted about the public hearing. It will be cleaned up in the form of a resolution for the Township Board.

- D. Erica Perry moved, 2<sup>nd</sup> by Cindi Zuccaro, to recommend to Township Board adoption of Zoning Ordinance text amendments as presented and discussed tonight subject to verification from the Township Attorney of the process notification. Motion carried.

VIII. February 2017 Regular Meeting.

- A. Rob Mitzel said that he and Paul Zalucha will not be able to attend the 3<sup>rd</sup> Wednesday of February.
- B. Charles Estleman moved, 2<sup>nd</sup> by Erica Perry, to move the meeting to February 22, 2017. Motion carried.

IX. Natural River District Regulations

- A. The Commissioners reviewed the updated map and still found some places that did not match our current Zoning Ordinance. John Westman mentioned that we had agreed to only change those areas that the State required and keep the rest consistent with what we had before.
- B. Rob Mitzel went over the table he created for setbacks and will adjust it to match what is required. He will also find out what is meant by Best Management Practice.
- C. Paul Zalucha asked to reword Building Setback in tiny #1 as it is a conflict. Rob Mitzel will change it.
- D. Randy Raiford asked about waivers if the map is not accurate. Rob Mitzel said the public hearing is held to verify accuracy and then they can appeal to the ZBA.
  - 1. Randy Raiford was concerned about measuring setback feet at the end of tributaries. Randy will draw something up about waivers.
  - 2. Paul Zalucha said we use the high water mark.
- E. Rob Mitzel said he would get a new map, designate clear end points of the tributaries, finalize the text and then it needs to go to the State for review before we set a public hearing.

X. Conditional Rezoning Process – The Commissioners reviewed what the Zoning Ordinance requires.

XI. Zoning Ordinance Escrow Requirement

- A. Rob Mitzel mentioned that the many areas for escrow requirements are not consistent.
- B. Rob Mitzel suggested the Township Board establish a policy based on anticipated costs of the project.
- C. Chris Akin suggested the fee be hashed out and paid before it comes to the Planning Commission.
- D. John Westman said he will suggest to the Township Board that it should be an administrative process. We should follow the current Zoning Ordinance right now.

XII Planning Commission Budget – Rob Mitzel asked for input from the Commissioners. He will use last year's budget as a baseline.

- A. Erica Perry asked if we will work on TDR. Rob Mitzel will ask if the HRWC can help.
- B. He asked that the Planning Commission budget be separate from the Zoning Administrator so it is easier for us to budget. John Kingsley will find out if this is okay.

XIII Updates for Article 8 of Zoning Ordinance – Site Plan approval.

- A. Rob Mitzel asked the Commissioners to give their comments to Randy Raiford.
- B. Randy will give a copy of his draft to Charles Estleman.

X Public Comments – Daryl Wright asked if we can build on a flood plain. Rob Mitzel explained the distance from the ordinary high water mark and Daryl said he was comfortable with that.

XI Information Items – Rob Mitzel explained the decisions of the ZBA recently about

interpretation of what is included, and that weddings are not included, in Agritourism. He will get the Commissioners a copy of the decisions. The Township Board could change the Zoning Ordinance on what is allowed.

XII Erica Perry moved, 2<sup>nd</sup> by Cindi Zuccaro, to adjourn the meeting. Motion carried. The meeting adjourned at 9:05 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, February 22, 2016 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley

B. Calleja

R. Raiford