

MINUTES OF THE 468TH REGULAR MEETING OF THE  
WEBSTER TOWNSHIP PLANNING COMMISSION  
WEDNESDAY, MARCH 15, 2017

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

WTPC Members Present: John Westman, Erica Perry, Robert Mitzel, Paul Zalucha, Charles Estleman, George Goodman

Members Absent: None. Rob Mitzel said Cynthia Zuccaro has resigned effective 3-14-17.

Also Present: Martha Zeeb, Chris Akin, and 9 citizens

I. Approval of Agenda: Paul Zalucha moved, 2<sup>nd</sup> by Charles Estleman, to approve the agenda as written. Motion carried unanimously.

II. Approval of Minutes: Erica Perry moved, 2<sup>nd</sup> by Paul Zalucha, to accept the minutes of the Webster Township Planning Commission meeting of January 18, 2017 as written. Motion carried unanimously. The minutes of the February 22, 2017 meeting will be reviewed in April as we did not have it in our packet.

III. Township Board Report

- A. John Westman said the Township Board refunded the escrow money from the Mill Creek Outdoor Adventure.
- B. The Board issued a permit for the St. Joseph church festival.
- C. The Board extended the contract with Barry Lonik for PDR program consulting and monitoring with an increase to \$90/hour.
- D. The PDR Committee is looking at 3 properties totaling 190 acres which would bring us to 1700 acres protected in the Township. The County Parks Dept. may put a large portion of their funds in an endowment for future property maintenance.

IV. Zoning Administrator Report – None as Randy Raiford is on vacation.

V. Comments from Citizens:

- A. Brant Savander passed out a copy of his resume for the vacant Planning Commission position.
- B. Leissa Tasker invited the Commissioners to their property on Joy Road next to the proposed Arlington Woods. They are concerned about the road, hills, wetlands, stream and traffic. Rob Mitzel suggested they submit correspondence again and review the revised plan at the Township Hall.

VI. Election of Officers:

- A. Charles Estleman nominated Rob Mitzel as Chairperson. This was 2<sup>nd</sup> by Erica Perry. John Westman said Rob Mitzel has done an outstanding job and he is very appreciative. Motion carried.
- B. Erica Perry nominated Paul Zalucha as Vice-Chairperson. This was 2<sup>nd</sup> by George Goodman. Motion carried.
- C. John Westman nominated Erica Perry as Secretary. This was 2<sup>nd</sup> by Charles Estleman. John Westman said this was a very responsible position. Rob Mitzel thanked Erica for stepping forward after Wilber Woods died. Motion carried.

VII. Budget for the 2017-2018 Fiscal Year – Rob Mitzel presented the proposed budget (attached). Yellow is the Planning Commission items. Grey is shared by the ZBA. Charles Estleman moved, 2<sup>nd</sup> by Erica Perry, to recommend the proposed Budget to the Township Board. John Westman said the Township Board supports the Planning Commission and the budget can be amended if there are issues during the year. Motion carried unanimously.

VIII. Set public hearing date for site plan approval of Arlington Woods Open Space Preservation Community.

- A. Rob Mitzel said the prior site plan approval has expired so this one is revised to meet the current Zoning Ordinance. Randy Raiford has said the application is complete and ready for a public hearing. They would like both preliminary and final site plan approval. We can approve with conditions if needed.
- B. Erica Perry made a motion, 2<sup>nd</sup> by John Westman, to set a public hearing for April 19, 2017 for Arlington Woods preliminary and final site plan. Motion Carried unanimously.

IX. Natural River District Regulations for Surface Water Overlay (Map and Suggested changes to Webster's ordinance text attached)

A. Rob Mitzel said Randy Raiford wanted specifics on the map of where it applies and Kris Olsson suggested the map only be a guide. Paul, George, Charles and John liked the map. Rob will add "as depicted on the map" to text in 16.20 B.

B. Paul Zalucha suggested "[taken from Hamburg's ordinance]" be removed from 16.20 F3.

X. Zoning Ordinance Escrow Requirements (attached Extract of all sections of Webster Township Zoning Ordinance that mention "escrow")

A. Rob Mitzel explained that the ZBA realized that the Ordinance requires them to hold a meeting just to establish the escrow, so he has made potential changes to the Ordinance so it is consistent that the Zoning Administrator establishes the escrow in all cases based on Township Board criteria.

B. Paul Zalucha asked to change from "may" to "shall" in Section 3.702 and 8.05 C E-(2). Rob Mitzel said the pre-application conference has not had an escrow as it simply is to discuss what they are thinking of applying for.

C. Paul Zalucha asked to change 10.05 2 from "Township" to "Zoning Administrator".

XI. Article 8 of Zoning Ordinance – Rob Mitzel said Randy Raiford is working with Chris Atkin about approaches and will get us a draft. The Commissioners should give Randy any ideas.

XII Planning Commission By-Laws – Rob Mitzel said these were adopted 8 years ago. He will get a copy to everyone on the Commission and updates can be discussed next month.

XIII Zoning Ordinance Agri-Tourism definition

A. Rob Mitzel said the Township Board suggested we update the Zoning Ordinance to codify the definition of Agri-tourism in Section 2 and add language to the Ag District so it is clear what the ZBA determined was meant by Agri-tourism.

B. The Commissioners agreed it would be good for Rob Mitzel to bring language to the next meeting for them to consider.

XIV. Citizen Comments:

A. Andrea Zamansky said making the Water Overlay Map definitive vs. indicative is a problem as the map has errors. Her property is dry and doesn't have a watercourse.

B. Connie Savander said the Water Overlay Map doesn't show the stream crossing North Territorial Road. She would like to see all watercourses on the map. She also asked in Section 6.05 (10) if the Zoning Administrator sets the escrow and she would like people from the Township to attend the pre Application conference of Section 8.05 E 2 a.

XV. General Discussion/ Correspondence: Rob Mitzel showed a brochure from MTA for planning and zoning training seminar. He said to save the date of June 3, 2017 for a Legacy event.

XVI. Erica Perry moved, 2<sup>nd</sup> by George Goodman, to adjourn. Motion carried. The meeting adjourned at 8:27 pm.

NEXT MEETING DATE:

Public Hearing, Wednesday, April 19, 2017 at 7:00 p.m.

Regular Meeting, Wednesday, April 17, 2017 at 7:00 p.m.

Respectfully Submitted,

Eric Perry, Secretary

EP:mlz

copy to: J. Kingsley

B. Calleja

R. Raiford