

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, 2nd by Cindi Zuccaro, to approve the agenda as written. Motion carried unanimously.

II. Approval of Minutes: Charles Estleman moved, 2nd 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 2nd 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, 2nd 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 3rd Wednesday of February.
- B. Charles Estleman moved, 2nd 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, 2nd 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

MINUTES OF WHAT WAS GOING TO BE THE REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, FEBRUARY 22, 2017

The Meeting was called to order at 7:05 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Rob Mitzel, Charles Estleman, Paul Zalucha

WTPC Members Absent: George Goodman, Cynthia Zuccaro, John Westman, Erica Perry

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, John Enos and 4 citizens

Rob Mitzel asked for a roll call and only Paul Zalucha, Charles Estleman, and Rob Mitzel were in attendance. As there was not a quorum in attendance, the meeting adjourned at 7:06 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, March 15, 2017 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley
B. Calleja
R. Raiford

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, 2nd by Charles Estleman, to approve the agenda as written. Motion carried unanimously.

II. Approval of Minutes: Erica Perry moved, 2nd 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 2nd 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 2nd by George Goodman. Motion carried.
- C. John Westman nominated Erica Perry as Secretary. This was 2nd 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, 2nd 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, 2nd 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, 2nd 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

MINUTES OF THE 468TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 19, 2017

The Meeting was called to order at 7:02 p.m. by Vice-Chairperson Zalucha in the Township Hall.

WTPC Members Present: John Westman, Charles Estleman, Erica Perry, Paul Zalucha, George Goodman, Andrea Zamansky, Tammy Koch

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, Chris Atkin, Gary Koch, John Scharf and 11 citizens

I. Approval of Agenda: Paul Zalucha announced that Rob Mitzel resigned in the last month and we have two new Commissioners – Tammy Koch and Andrea Zamansky. Randy Raiford related that Rob Mitzel had made the agenda and items 9a, b, c, and d will not be ready until next month. Paul asked to add 9a Election of Officers to the agenda and also we need to add item 4 A –Approval of February non meeting. Charles Estleman made a motion, 2nd by George Goodman, to approve the agenda as amended. Motion carried unanimously.

II. Approval of Minutes: Erica Perry moved, 2nd by Charles Estleman, to accept the minutes of the 3/15/2017 and 2/22/2017 Webster Twp. Planning Commission Meetings as written. Motion carried unanimously.

III. Township Board Report:

A. John Westman said the Board listened to a presentation on the proposed winery and wine tasting at Cottonwood Barn. They voted to direct the Planning Commission to make a recommendation regarding whether winery and wine tasting facilities should be included as a permitted or special use in the Ag Business District. Randy Raiford said he asked the petitioners to make an application to amend the Zoning Ordinance. Paul Zalucha asked John Kingsley to submit a letter to the Planning Commission on what they would like us to do.

B. The Board appointed Andrea Zamansky to the Planning Commission.

C. The Board approved limestone on Jennings Road with some help from County Parks and Road Commission.

D. John Westman reported that the PDR approved purchase of 52 acres. He presented the annual report to the Board with 1640 acres preserved so far.

IV. Zoning Report – Randy Raiford reviewed his “Zoning, Property Inspection & Code Enforcement Activity Report” dated April 19, 2017 (attached).

V. Comments from the Public: None

VI. Public Hearing for Preliminary and Final Site Plan Approval for Arlington Woods Open Space Preservation Community on Parcel ID: C-03-33-300-002

A. Scott Betzoldt of Midwestern Consulting reviewed that this project was approved in 2005 with 14 lots, again in 2012 with 17 lots, but was never constructed. This plan has 16 lots with 17.2 acres of open space and more detention volume, with 3 ponds for storm water flow. They have approval from the Washtenaw County Health Department and the Michigan Dept. of Environmental Quality. They are working with the Road Commission to decrease the length of the deceleration lane on Joy Road to help the Tasker’s front yard. They are resurveying the creek by the road and working with the Washtenaw County Water Resource Dept.

B. Chris Akin said an open space preservation community is a permitted use in the Ag District. They will need approval of the lots from the Township. The lots are the correct

size and they meet the setbacks in the Ag District. They meet the open space requirement. The guarantee of preservation conservation easement should go to the Township Attorney for review. The detention basins are not included in the open space. He recommended a conifer landscape buffer as required on the east side of the property between the unlike uses. He recommended that recreational activities on the open space and a wood chip walking trail around the perimeter of the property would need to be shown on the map. The parallel plan could have 17 lots.

- C. Randy Raiford said they have paid the fees and escrow deposit and have approval from the DEQ. He has a review letter from the County Road Commission but more is needed from them. They need to resubmit to the County Water Resources Commission. They need approval from the County Health Dept. The Dexter Area Fire Dept. wants road signs in place before construction starts and would like a dry hydrant and tornado siren. They need a Maintenance Agreement for the private drive, site plan analysis of the neighborhood, and dedicated open space maintenance plan.
- D. Paul Zalucha asked for questions from the Commissioners.
 - 1. Erica Perry wanted the creek shown on the plans. She was concerned as the neighbors say it is a year round waterway and the deceleration lane will cross the creek.
 - a. Scott Betzoldt said the seasonal creek has moved so they are resurveying. The deceleration lane is not going over the creek and it will have a gradual slope toward the creek. The DEQ permit shows how the waterway is to be treated.
 - b. Paul Zalucha said surface water overlay district says nothing can be built within 100 feet of the waterway and excavation will be in accordance with the Washtenaw County Water Resources Commission.
 - c. Erica Perry said she talked to Luke at the DEQ and they are not aware of the creek. She was also concerned that the development would affect the farm tiles. Ryan Nixon said the tiles are over 50 years old and there is no record of where they are. Scott Betzoldt said there is a 4" and a 6" tile that goes through the large detention pond on the east side and to the road.
 - d. Erica Perry said Joy Road has flooded in the past decade so she would like permeable paving. Scott said the purpose of the discharge ponds is to intercept the increased water and slowly discharge it to greatly reduce flooding. They will conform to the Water Resource Commission standards.
 - e. Scott Betzoldt said the draft Bylaws have been submitted to the Township for review. Andrea Zamansky said the maintenance agreement wouldn't create any rights to neighboring landowners if a change in the water flow affected them. Scott said it doesn't speak to neighbors.
 - 2. Charles Estleman said he was concerned with the road access as the traffic travels fast on Joy Road. Also the driveway will fill in wetlands and the culvert there is full of water. Scott Betzoldt said the deceleration lane is for the school bus to get off the road. It meets the site distance requirement. They may have to redirect the creek.
- E. Paul Zalucha opened the Public Hearing to comments from the Public at 8:08 pm.
 - 1. John Tasker of 6412 Joy Rd distributed 19 photos (attached) of the stream and road. He explained that the creek is connected to Arlington Woods and he is afraid of flooding.
 - 2. Alison Paine owns property immediately west of the proposed development. The .6 acre wetland holds lots of water and part of it has been filled in. She is concerned with flooding of her property. Joy Road has no shoulder due to flooding as water flows from the larger area. Also wildlife travels the proposed property to the natural area south of Joy Road. She would like permeable pavement, conservation easement and prohibit fencing as she did

not think the existing project design protects the wildlife, wetland or water quality.

3. Debra Rhizal lives south of Joy Road and receives the water. She has seen lots of erosion in the last 3 years. The creek flows all the time and the fill grading has dropped off. She would like access to the woods.

4. Connie Savender was concerned with the road entrance and the private road ordinance. The development will greatly impact the Tasker's property. She would like a 3rd party civil engineer review of the road entrance, paid by the applicant, and would like the project tabled until these questions are answered.

5. Leissa Tasker said the map is wrong as the creek is not on it. She felt there is a slight conflict of interest as Scott Betzoldt is on the Compensation Committee. She was concerned about rerouting the stream onto her property because of more flooding and the vegetative buffer. She was also concerned with Joy road maintenance of the lanes scrapping crap onto her lawn. She wanted to protect the walnut tree root system on the corner of her property. She asked to table the application as they are missing DEQ information.

6. Johnnie Strader (?) lives west on Joy Road and Joy road is like a river and it washed away 4 years ago. Traffic goes real fast so we need a low speed limit and this development will add traffic. 18 Wheelers could attack a school bus.

7. As there were no further comments, Paul Zalucha closed the Public Hearing at 8:30pm.

V. Discussion of Arlington Woods Open Space Preservation Community

A. Andrea Zamansky was concerned it may be unconstitutional to use private land for the deceleration lane. Scott Betzoldt said Arlington Woods is required to make improvement in the road right of way and we should talk to the Road Commission about their jurisdiction.

1. Andrea said the roadway falls off to the east of the entrance and it will need lots of fill for the deceleration lane. We will need assurance from the developer in the Maintenance Agreement that the improvements will protect the neighbors in the future.

2. Scott Betzoldt said they will replace the current culvert with 2 larger culverts so it should improve the flow. The DEQ reviews it.

B. Erica Perry said page 2 of the plan does not mention the creek as a natural feature and it needs to be changed. She sees things she wants added or amended in the site plan.

C. Paul Zalucha said the Parallel Plan shows smaller retention ponds and asked if there is more impervious surface in the north part of the property. Scott Betzoldt said the water volume is the same. Paul said we need to verify the parallel plan is buildable with approved septic fields, showing location of borings and how it handles water.

1. Paul asked which map shows where water comes to the site from neighbors. Scott said page 14 shows it. Paul asked if any water comes from the road and was told zero. Paul asked about water coming from the east. Scott said offsite water will travel the same as now.

2. Paul asked the location of the open space areas and learned it is the woods and behind the lots along the perimeter of the property and does not include below the high water line.

D. George Goodman asked if Scott can reduce the speed limit on Joy Road and was told no. George said it is a dangerous road area and some municipalities post speed limits even if not enforceable. George left the meeting at 9:05 pm and returned at 9:08 pm.

E. Erica Perry moved, 2nd by Charles Estleman, to table the Preliminary and Final Site Plan.

1. Much discussion followed regarding need for parallel plan, natural feature impact statement, put creek on the map, impact on the stream and maintenance plan for the future, assurance that common areas are not modified in the future, final approval of all agencies, MDEQ new survey, discuss with school district for safety, etc. Chris Akin said he would work with Scott regarding the open space landscape plan. Scott thought he would have approval from the DEQ and Road Commission by June 1st.

2. Paul Zalucha restated the motion to table until June 1st. Motion carried unanimously.

VI. Election of officers

- A. Paul Zalucha said he travels a lot. Andrea Zamansky said she was willing to learn quickly and step up.
- B. Erica Perry moved to nominate Paul as Chairperson, 2nd by Charles Estleman. Carried.
- C. George Goodman moved, 2nd by John Westman, to nominate Andrea Zamansky as Vice Chairperson. Carried.

VIII. Public Participation

- A. Kim Trinkle said Cottonwood Barn said they would sell glasses of wine, cheese, and cured meat with 66 cars in the parking lot and the building holds 299 people. It is a party.
- B. Alison Paine said we need a safety study as a school bus can't accelerate fast and cars travel very fast on Joy Road. Chris Akin was not aware of a safety study. Randy will talk to the school. John Kingsley said Michigan State Police determine speed limits. A study determined that advisory signs are distracting and cause accidents so many were removed.
- C. Leissa Tasker said the school bus picked up her children at the top of the hill and big trucks can't stop fast. She was not sure why we need a deceleration lane if a bus could just pull off the road and then we wouldn't fill in the wetland and creek.
- D. John Tasker thanked the Commissioners for visiting their property. He asked about Jennings Road. Mr. Westman said it is heavily traveled and the residents petitioned the Township Board to fix it.
- E. Connie Savender said safety issues in the township are important and we have few police.
- F. Gary Koch said the School Board approved a bus stop at the bottom of the hill when Arlington Woods came to the Commissioners years before. Road widening is up to the Road Commission.

IX. Information/Correspondence

- A. Paul Zalucha said we may need to set a public hearing at our next meeting for the Methodist Church expansion. Erica Perry said to also discuss the By Laws and rewording the AgriTourism definition.
- B. Andrea Zamansky said the Township Board put a moratorium on Airports.

X. Erica Perry moved, 2nd by George Goodman, to adjourn the meeting. Motion carried. The meeting adjourned at 9:55 pm.

NEXT MEETING DATE:

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

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley
B. Calleja
R. Raiford

MINUTES OF THE 470TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MAY 17, 2017

The Meeting was called to order at 7:01 p.m. by Chairperson Zalucha at the Township Hall.

WTPC Members Present: John Westman, Erica Perry, Paul Zalucha, Charles Estleman, George Goodman, Andrea Zamansky, and Tammy Koch

Members Absent: None.

Also Present: Martha Zeeb, Chris Akin, John Kingsley, John Scharf, Theresa Marski, and 3 citizens

I. Approval of Agenda: Erica Perry asked to add "letter of thanks to Cindi Zuccaro and Rob Mitzel" in item 11. Erica Perry moved, 2nd by John Westman, to accept the agenda with the additional item in #11. Motion carried unanimously.

II. Approval of Minutes: Charles Estleman moved, 2nd by Tammy Koch, to accept the minutes of the Webster Township Planning Commission meeting and public hearing of April 19, 2017 as written. Motion carried unanimously.

III. Township Board Report

- A. John Westman said the Township Board appointed Charles Estleman to the ZBA to represent the Planning Commission.
- B. The Board issued a permit for the Ryan Nixon fireworks on June 24th.
- C. The Township Attorney looked at legal issues about removing landing strips from the Zoning Ordinance. Andrea Zamansky said he issued his legal opinion this afternoon.

IV. Zoning Administrator Report – Randy Raiford reviewed his Zoning Report dated May 17, 2017 (attached)

V. Comments from Citizens: None

VI. Storm Water Management Discussion with WCWRC

- A. Randy Raiford said he invited Theresa Marsik, Storm Water Engineer, to tonight's meeting to discuss what they do. She reviewed her letter on the Arlington Woods Project, dated May 15, 2017 (attached).
 1. She stated that the design plans are correct. They will have a pre-construction meeting after the fees are paid to review her office requirements. Pumps are not permitted. During construction Webster Township will do on-site inspections of the storm water management system. They all work together.
 2. Her office will draft a 433 Drainage District Agreement for the Arlington Woods residents with a fund to cover routine maintenance costs, such as mowing, and post construction issues. If there should become a problem her office field inspector would look at it and devise a plan to move forward. If costs deplete the fund then the homeowners in the Drainage District would be assessed. It will be part of the master deed. There is a sample Drainage District Agreement on their website.
 3. Theresa Marsik said the Water Resource Commission controls the private road development and the Road Commission is responsible for the Joy Road culvert so they work together. Eventually this will become a county drain.
- B. Erica Perry said the creek along Joy Road concerns her as it has flooded in the past. Theresa Marsik said the creek doesn't enter the development site. The ditch flow is added to the basin discharge to make sure the culvert is adequate. Her office provides a certificate of outlet that the culvert is adequate to receive the water discharge from the development as the runoff rates will be half of the current rate. Part of the detention basin water will percolate into the ground.
 1. Erica Perry was concerned about the driveway over the culvert. Randy Raiford said that culvert is now precast concrete and is larger than under the road.
 2. George Goodman asked about the time frame to fix a problem if part is the road commission. Theresa said their field inspector would look at the roads in the development which are under their control and work together with the Road Commission for Joy Road. If funds are depleted

the WRC take from the general fund and get reimbursed by the landowners.

- C. Paul Zalucha asked if Theresa uses the developer's figures. Theresa said they look at the topography to decide if the plan is correct and the developer must resubmit if an error is found. The boundaries are correct for Arlington Woods.

VII. Zoning Ordinance Escrow Requirements (attached Extract of all Sections of Webster Township Zoning Ordinance that mention "escrow") The Commissioners were satisfied with the changes. Paul Zalucha said it will be held until we have a public hearing for several Zoning Ordinance changes.

VIII. Zoning Ordinance Discussion – Airport Language

- A. Paul Zalucha said the Township Board has requested the Commissioners look at the Zoning Ordinance language. Attached is Webster Township Board Resolution 09-07, Confidential Written Legal Opinion from Christopher Patterson, dated 5-17-2017, and Memorandum, dated 5-17-2017, from Andrea Zamansky.
- B. Charles Estleman moved, 2nd by Erica Perry, to go into closed session. A roll call vote was taken and it passed unanimously. The public left the Township Hall meeting room at 8:01 pm.
- C. The regular meeting reopened again at 8:31p.m
- D. Paul Zalucha asked for further comments from the Commissioners.
 - 1. George Goodman said 90% of people at prior discussions didn't want an airport so he felt we should represent our constituents.
 - 2. Andrea Zamansky said to remove Airports from the Ag District to keep a rural community and allow them only on Public Lands.
 - 3. Erica Perry said we cannot regulate airports once allowed, and we need to respond to resident's concerns.
 - 4. Paul Zalucha will work on this with Andrea Zamansky and Randy Raiford.

IX. Citizen Comments: John Kingsley thanked the Commissioners for the break

X. Informational Items

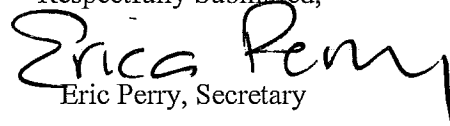
- A. John Westman said the PDR Committee toured applicant's property and then held another meeting to prioritize applicants based on revenue. Four properties could close in the next 6 months, and possibly 4 more in the future if we can leverage a partnership with the legacy land conservancy.
- B. Erica Perry will work with the Township Office to make certificate of recognition for Cindi Zuccaro and Rob Mitzel for their years of service.
- C. Paul Zalucha asked if the Commissioners want a 3rd party engineer for Arlington Woods and cost would come from the escrow deposit. Randy Raiford said Option 3 was \$9,300.00 Andrea Zamansky moved, 2nd by Erica Perry, to require Arlington Woods to pay for 3rd party review as outlined in option 3 of the May 3rd, 2017 letter from the Mannik Smith Group. Motion carried unanimously.

XII. Charles Estleman moved, 2nd by George Goodman, to adjourn. Motion carried. The meeting adjourned at 9:01 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, June 21, 2017 at 7:00 p.m.

Respectfully Submitted,


Eric Perry, Secretary

EP:mlz

copy to: J. Kingsley
B. Calleja
R. Raiford

MINUTES OF THE 470TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JUNE 21, 2017

The Meeting was called to order at 7:00 p.m. by Vice-Chairperson Zamansky in the Township Hall. The members stood to recite the Pledge of Allegiance to the Flag.

WTPC Members Present: John Westman, Charles Estleman, Erica Perry, Andrea Zamansky, Tammy Koch

WTPC Members Absent: Paul Zalucha, George Goodman

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, Chris Atkin, Gary Koch, John Scharf and 2 citizens

I. Approval of Agenda: Tammy Koch asked to change the meeting date to June 21, 2017. Erica Perry asked to add 11(a) Acknowledgement of Rob Mitzel and Cynthia Zuccaro Award Certificate. Andrea Zamansky asked to add 9(d) Zoning Ordinance Definition of Seasonal Agri-Tourism. Erica Perry moved to accept the agenda as amended with change of date, and adding 9(d) and 11(a). This was 2nd by Charles Estleman and it carried unanimously.

II. Approval of Minutes: Charles Estleman moved to accept the minutes of the May 17, 2017 minutes. Andrea Zamansky said there are 3 items “attached” in the minutes that she does not have with her copy so she moved to approve with 3 items attached. This was 2nd by Tammy Koch and the motion carried unanimously.

III. Township Board Report:

A. John Westman said the Board voted to postpone indefinitely discussion of a new Fire Station as there was no consensus.

B. John Kingsley explained that the Board passed a resolution to tell the State we wish to dissolve the standard agreement on Broadband so we can negotiate with other firms too.

IV. Zoning Report – Randy Raiford reviewed his “Zoning, Property Inspection & Code Enforcement Activity Report” dated June 21, 2017 (attached).

V. Comments from the Public: None

VI. Election of Officers:

A. Paul Zalucha submitted a letter, dated June 12, 2017 (attached), stating he travels a lot for work and will not be able to be Planning Commission Chairman. Andrea Zamansky asked for volunteers as Chairman. She said she would volunteer.

B. Erica Perry moved to nominate Andrea Zamansky as Chairperson and Paul Zalucha as Vice-Chairperson, 2nd by Charles Estleman. Motion carried unanimously.

VII. Arlington Woods 3rd party Storm Water Management Study Quotes.

A. Randy Raiford said he asked Mannik Smith Group (which the Township has used in the past) and Process Results (which he has worked with) to submit quotes for 1) review the proposed plan for errors and omissions 2) calculate the math 3) reconstruct the storm water flow with on-site visit.

B. Brant Savander apologized for not speaking during the Public Comment section but said he is a Professional Engineer with the State of Michigan and we must ensure the plans are correct or the tabulations will be wrong. They should not just review the existing plans. Andrea Zamansky said we need them to confirm the plans are correct after they do an on-site review.

C. Erica Perry said the DEQ passed the creek issue so it is official to build a 48 foot culvert over the road. She is concerned with Joy Road flooding as the wetland is disrupted by adding a turn lane and access to the property which may have a negative impact on the

wetland and water course, and with moving or changing the field tile.

- D. Andrea Zamansky thought it best if the 3rd party contract was with the Arlington Woods Applicant, and the Township then would be the beneficiary, in case of damages so it would be good to talk to the Township legal counsel about this. Mannik Smith limitation of liability is \$50,000 and Process Results limitation of liability is the amount of their total fee for services rendered.
- E. Erica Perry moved, 2nd by Tammy Koch, to accept Mannik Smith with the caveat that they ensure they look at the wetland impact on neighbor landowners, review impact on removing the farm tile, the impact of flooding on Joy Road, and work to verify true facts out in the field. Motion carried unanimously.

VIII. Updates for Article 8 of Zoning Ordinance

- A. Randy Raiford asked the Commissioners to review flow charts, Application, and Site Plan Requirements and to bring their input to the July meeting.
- B. Chris Atkin said you can reference on the Site Plan Requirements Form what is in the Zoning Ordinance. Andrea Zamansky asked Randy to add Zoning Ordinance Sections to this form.
- C. Erica Perry wanted a wish list of what the township values and would like to see in the Site Development. Chris Atkin said the wish list is the requirements in the Zoning Ordinance.

IX. Zoning Ordinance – Airport Discussion Erica Perry moved, 2nd by Tammy Koch, we remove Private Landing Strip from Special Uses of the Ag District Section 9.10. A roll call vote was taken and all were in favor of the motion except Charles Estleman. Motion Carried.

X. Rezoning Standards Section 3.70 (B)(12)(c)

A. Andrea Zamansky suggested changes (see attached) of the factors to consider for a rezoning application, including if the rezoning would adversely affect neighboring lands and natural environment.

B. John Westman thought item v was restrictive as any rezoning would result in adverse impact on the natural environment. He asked to add “have a significant adverse” after “would not” and before “impact”.

C. Chris Atkin asked to qualify what is significant and what is the natural environment. Andrea said this would be weighed by the Township body.

D. Erica Perry moved, 2nd by Charles Estleman, that we approve the new language with John Westman’s addition to item v. A roll call vote was taken and it carried unanimously.

XI. Definition of “Seasonal Agri-Tourism” Andrea Zamansky said this draft dated June 19, 2017 was drafted by the Township council and includes the ZBA definition. They have asked the Planning Commission to look it over and decide if a better approach might be a permitted use with possible limitations. She suggested a site plan approach so the Dark Sky requirement would be applicable. She asked the Commissioners to look it over to discuss next month. Erica Perry asked to postpone until August when she will be here.

XII Public Comment - None

XIII Information/Correspondence

- A. Appreciation of Rob Mitzel and Cindy Zuccaro for their years of service. Erica Perry thanked John Kingsley for making the certificates. Andrea Zamansky will sign the certificates and John Kingsley will invite them to our July 18, 2017 meeting.
- B. Erica Perry said Commissioners are to get 4 hours of education each year so we need an expert to educate us. Tammy Koch said she went to an MTA conference last month.
- C. Andrea Zamansky suggested we revisit the Natural River District as there are unintended consequences if the State changes their regulations and we have part of it in our Zoning Ordinance. She suggested putting it in a separate section of our Zoning Ordinance.

1. John Westman said it was not our intent to expand so we kept the map we had.
2. Andrea said we could have a Surface Water Overlay District and a Natural River Overlay District so it is easy to administer.

XIV Charles Estleman moved, 2nd by Tammy Koch, to adjourn. Motion carried. The meeting adjourned at 8:56 pm

NEXT MEETING DATE:

Regular Meeting: Wednesday, July 19, 2017 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley
B. Calleja
R. Raiford

MINUTES OF THE 472ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JULY 19, 2017

The Meeting was called to order at 7:00 p.m. by Chairperson Zamansky at the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Charles Estleman, Andrea Zamansky, and Tammy Koch

Members Absent: Erica Perry, Paul Zalucha, George Goodman

Also Present: Martha Zeeb, Chris Akin, John Kingsley, John Scharf, Randy Raiford, Gary Koch and 11 citizens

I. Approval of Agenda: Andrea Zamansky moved, 2nd by John Westman, to amend the agenda to postpone item 10a "Seasonal Agri-Tourism" to the August Planning Commission Meeting. Motion carried unanimously.

II. Approval of Minutes: Charles Estleman moved, 2nd by Tammy Koch, to accept the minutes of the Webster Township Planning Commission meeting June 21, 2017 as printed. Motion carried unanimously.

III. Township Board Report

A. John Westman said the Township Board has Cindy Zuccaro's and Rob Mitzel's Certificates of Recognition, but they were not able to attend the meeting.

B. The Board discussed the Township public safety budget because current expenditures are expected to exceed projections. In addition, the Township's capital improvement fund could build a new Fire Hall, but the public safety budget needs to provide our 1/3 share of Dexter Area Fire Department staff and maintenance expenses.

1. If the current 2 millage levy was replaced with a 3.5 millage the public safety budget would be funded. The Township will hold a Special Meeting August 1st to discuss ballot language.

2. Andrea Zamansky asked if the Board plans to publish the millage request and reasons for it. John Westman said the Board is not allowed to advocate for it.

IV. Zoning Administrator Report – Randy Raiford related that we will have the findings on the Arlington Woods Stormwater Management at our August Meeting.

V. PDR Report- John Westman said 4 closings were scheduled for the end of June totaling 235 acres but the County has not blessed the documentation yet. They have many applications for the future but need to get funding.

VI. Comments from Citizens: None

VII. Dexter United Methodist Church

A. Randy Raiford said they applied to amend their Special Use Permit and amend the existing site plan to replace the Newkirk Center with a gym and interior renovations. We will need a public hearing. The application is complete and we have received the fees and escrow. There are drawings for the Commissioners to take home. We will get a packet with changes, approvals and the status of needed items next month.

B. Ken Barber, general contractor, said they plan 2 basketball courts and 2 volley ball courts. The Newkirk Center is about 5000 square feet and the gym will be about 15000 square feet. In addition they plan to secure the children area and have renovations in the Lobby and Sanctuary. They have approval from the Road Commission, Fire Dept, Soil erosion permit. They have applied for Water Dept. permit and Health Dept. He will find out if the Water Resources Commission requires a DEQ permit after they are finished with their review.

C. Charles Estleman moved, 2nd by Tammy Koch, to set a public hearing date for amendment to special use permit, and preliminary and final site plan approval for improvements proposed at the Dexter United Methodist Church for the August Planning Commission Meeting. Motion carried unanimously.

VIII. Rezoning and Special Land Use Approval flow charts and application checklist.

A. John Westman liked the checklist but wanted input from developers who work with it. Randy

Raiford said he got comments from Scott Betzoldt when it was first drafted and it is based on the MSU Extension template. Chris Atkin said he has reviewed it and it is standard format that meets our Zoning Ordinance.

B. Andrea Zamansky wanted an Ordinance Section reference line item and a line item for the escrow deposit put on the Site Plan review check list. She will send Randy her comments when she sees an updated version.

IX. Definition of Township Engineer in Zoning ordinance, Land Division ordinance and Private road ordinance.

A. Andrea Zamansky said Township Engineer is defined only in the Private road ordinance and should be defined in the other ordinances also. She asked who is the Township Engineer?

1. John Westman gave a history and explained that as Randy Raiford is not a professional engineer the Township Board hires one as needed for a project.
2. Andrea asked John Kingsley if the Township Board needs a meeting to designate an engineer and she wanted it clear on who the Planning Commission is to use for mandatory engineering items so we don't need to go to a Township Board Meeting.
 - a. John Kingsley said the Planning Commission sometimes decides when to require a Township Engineer but doesn't have the authority to hire and fire.
 - b. John Westman did not think it the best approach to have a single engineering firm.
 - c. John Kingsley suggested the Township Board could annually designate a primary and secondary engineering firm.

B. Andrea Zamansky will come up with language to review at our next meeting.

X. Citizen Comments:

A. Brant Savender explained that some engineering firms may not be experts in a needed area so it would be best to find another firm. Also, if the chosen engineering firms are published annually we don't want a site plan presenter to also work for the Township to review the site plan.

B. Gary Koch said he helped write the zoning ordinance. If the Township hires an engineering firm then they are the Township Engineer so we don't need to change the wording. Andrea Zamansky wanted the definition to be in all the ordinances.

C. Connie Savender asked if the Township has an attorney and Andrea Zamansky said we have a few law firms.

XI. Informational Items: None

XII. Charles Estleman moved, 2nd by Tammy Koch, to adjourn. Motion carried. The meeting adjourned at 8:07 pm.

NEXT MEETING DATE:

Public Hearing, Wednesday, August 16, 2017 at 7:00 p.m.

Regular Meeting, Wednesday, August 16, 2017 at 7:00 p.m.

Respectfully Submitted,


Eric Perry, Secretary

EP:mlz

copy to: J. Kingsley

B. Calleja

R. Raiford

MINUTES OF THE 472ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, AUGUST 16, 2017

The Meeting was called to order at 7:00 p.m. by Chairperson Zamansky in the Township Hall. The members stood to recite the Pledge of Allegiance to the Flag.

WTPC Members Present: John Westman, Charles Estleman, Erica Perry, Andrea Zamansky, Tammy Koch, Paul Zalucha, George Goodman

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, Chris Atkin, Gary Koch, John Scharf and a room full of citizens

I. Approval of Agenda: Andrea Zamansky moved, 2nd by Charles Estleman, to delete 9b and 9c from the agenda tonight. Paul Zalucha asked to amend the motion to set a public hearing date for 9b and 9c. This was 2nd by Tammy Koch. Motion carried.

II. Approval of Minutes: Erica Perry asked to change ‘Connie Savender asked’ “it” to “if” in item 10C. Erica Perry moved, 2nd by John Westman, to accept the minutes as amended. Carried.

III. Township Board Report:

A. John Westman said the Board issued \$250 to the Dexter Area Historical Society.

B. John Westman said the Board issued a Festival permit for the Webster Township Historical Society.

IV. Zoning Report – Randy Raiford said 6 permits were issued in July.

V. PDR Report – John Westman said they closed on 4 easements last Friday totaling 263 acres, bringing the total in the Township to 1870 acres and of these 69% are agriculture and 31% are natural features. The Walsh Road parcels connect to the Arms Creek.

VI. Comments from the Public: Jerry Hough was concerned with dangerous traffic speed on Donovan Road and about parking on a private drive. He doesn’t own the property as he only has easement rights. Who enforces the codes? Andrea Zamansky suggested he go to the Township Hall during office hours as we cannot make a decision.

VII. Dexter United Methodist Church Public Hearing (see attached)

VIII. Andrea Zamansky asked for comments from the Commissioners regarding Dexter United Methodist Church.

A. Charles Estleman made a motion that there were many questions that should be answered so put off for a month to get answers rather than voting on it tonight so put off consideration until receive requested material from the applicant. This was 2nd by Erica Perry.

B. Discussion followed on a list of requested materials

1. Provide a list of activities they intend to conduct including types, hours, attendance
2. Events that will occur at the facility with higher intensity of use
3. Is parking adequate? – provide detailed capacity of church and structure and evidence that parking is in compliance with the Zoning Ordinance.

4. Lighting cut sheets and further description of where light poles are located and photo metric plan and independent engineering review of lighting plan.

5. Storm water management – clarify the numbers with independent engineering review by Township Engineer.

6. Visual material of outside of building

7. Retention area and why difference of prior with current retention area.

8. Traffic impact of proposed uses

9. Description of proposed easement

10. Buffer plan and parking lot screening
11. Description of Deed Restrictions
12. 75 foot rear setback issue
13. Accessory uses meet Surface Water Overlay Protection

C. Andrea Zamansky restated the motion to hold off determining Special use Permit and Preliminary and Final Site Plan application until we get items requested. A Roll call vote was taken and it passed unanimously.

IX. Set Public Hearing Date for proposed Zoning Ordinance language changes

A. Andrea Zamansky moved, 2nd by George Goodman, to set Public Hearing date for September Planning Commission Meeting to discuss Zoning Ordinance language change regarding definition of Township Engineer in the Land Division ordinance, Private Road Ordinance; and definition of Seasonal Agri-Tourism in Zoning Ordinance; Removal of Private Landing Strip from the Agriculture District; and rezoning standards under the Zoning Ordinance.

1. Paul Zalucha asked if the Agri-Tourism was ready for a public hearing as he has missed two meetings. Erica Perry asked to review it as she was on vacation.
2. Andrea Zamansky amended her motion, 2nd by Charles Estleman, to remove Seasonal Agri-Tourism from her list of items so set a public hearing date for potential Zoning Ordinance Amendment and for Land Division Ordinance and Private Road Ordinance language change for definition of Township Engineer; and Zoning Ordinance Amendment to remove Private landing Strip as Special Use in Ag District; and amend Zoning Ordinance rezoning standards. A Roll Call vote was taken and it carried unanimously.

B. Seasonal Agri-Tourism discussion will be added to the September Meeting.

X. Zoning Ordinance Discussion - Natural Rivers District

- A. Andrea Zamansky was concerned if we put State law in our Zoning Ordinance it will be lots for us to oversee and the State may change their law.
- B. Erica Perry said the State can't watch everything so we need to educate people. She has a power point she would like to put on the website.
- C. Paul Zalucha suggested we get copies of other Townships for key items only. Andrea Zamansky will check with the DNR so we are not overly regulated.

XI. Public Participation: None

XII Information/Correspondence

- A. Erica Perry requested HRWC Citizens Guide for Land Use Planning. Randy Raiford said he emailed it to the Commissioners for their feedback.
- B. Randy Raiford said Arlington Woods may be ready for our next meeting as he will review their items next week.

XIII. Erica Perry moved, 2nd by Tammy Koch, to adjourn. Motion carried. The meeting adjourned at 9:16 pm

NEXT MEETING DATE:

Public Hearing: Wednesday, September 20, 2017 at 7:00 p.m.

Regular Meeting: Wednesday, September 20, 2017 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz
Copy to: J. Kingsley
B. Calleja
R. Raiford

MINUTES OF THE 474TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 20, 2017

The Meeting was called to order at 7:00 p.m. by Chairperson Zamansky at the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Charles Estleman, Andrea Zamansky, and Tammy Koch, Erica Perry, Paul Zalucha, George Goodman

Members Absent: None

Also Present: Martha Zeeb, Chris Akin, John Kingsley, Randy Raiford, Gary Koch and 22 citizens

I. Approval of Agenda: Andrea Zamansky moved, 2nd by Charles Estelman, to accept the agenda as written. Motion carried unanimously.

II. Approval of Minutes: Tammy Koch moved, 2nd by Paul Zalucha, to approve the minutes of the August 16 and August 24, 2017 Webster Township Planning Commission meetings including the public hearing minutes as printed. Motion carried unanimously.

III. Zoning Administrator Report – Randy Raiford reviewed his Zoning, Property Inspection & Code Enforcement Activity Report dated September 19, 2017 (attached).

III. Township Board Report

A. John Westman arrived at 7: 08pm and apologized for being late.

B. He said at the Township Board Meeting of September 19, 2017 the Board approved:

1. The Zoning Ordinance amendments for Definition of Township Engineer, and
2. approved removing Private Landing Strips in the Ag District, and
3. approved the language associated with Agri-Tourism, and
4. approved the amendment of the Land Division ordinance for definition of Township Engineer, and
5. Approved the amendment to the Private Road ordinance regarding definition of Township Engineer.

IV. Comments from Citizens: None

V. Arlington Woods request for Preliminary and Final Site Plan approval of Open Space Preservation Site Condo

A. Randy Raiford said he reviewed the application that was submitted and several materials came in since the date of the packet.

B. Chris Atkin reviewed his Combined Preliminary and Final Site Plan Review of Arlington Woods Site condominium Development for Webster Township, Michigan dated March 8, 2017 and September 18, 2017 (attached). He said it meets the requirements of the Zoning Ordinance as they see it.

C. Scott Betzold, of Midwest Consulting, and Sean Lefere, of Northfolk Development, discussed their proposal.

1. There will be 138 trees and bushes as a landscape buffer along the east side.
2. The deceleration lane has been shortened to about 70 feet so they don't grade the Tasker's property or relocate the creek and the Tasker's tree is saved. The DEQ permit is valid.
3. The Wetland impact statement has been added.
4. They have approval from the Washtenaw County Health Department and Washtenaw County Road Commission.

5. They have the 3rd party storm water review from Mannik Smith Group, dated September 5, 2017 (attached) who reviewed the Washtenaw County Water Resources Commission and said it was okay.

D. Discussion by Planning Commission

1. Charles Estleman asked about the 20 foot road. Randy Raiford said Process Results reviewed the private road and determined it meets our standards. He also has a letter from the Fire Dept. that it is okay.
2. Andrea Zamansky said the Private Road Maintenance Agreement, the Development Agreement and Home Owner Association Bylaws have all been sent to the Township Counsel to review. We should have them by the end of September.

3. Paul Zalucha asked Chris Atkin the minimum lot width and was told 100 feet. Paul asked if we have a written waiver from the WCWRC for the 8 items mentioned in the Mannik Smith letter. Randy Raiford said he would ask them tomorrow. Paul was concerned about Lot 13 and asked Randy to find out the required distance from a well to a detention/retention pond. Paul asked, and Scott Betzold verified, that 17.45 acres is a typo and is the wrong open space on the cover page. Paul asked if they will have trails on the property as required in the Carlisle/Wortman letter. Scott said homeowners complain when people are on the walking trail and the maintenance cost for the Homeowner Association is prohibitive. Chris Atkin said he will take out this requirement as it is more of an urban setting requirement.

4. Andrea Zamansky asked about the wetland by the road and learned it will be removed and they will build a ditch. She asked the distance from the driveway to the west neighbor's wetland. Scott Betzold said it is 60 feet from the driveway to the edge of the property and will be heavily landscaped.

5. George Goodman suggested to change pets need to be registered with the Homeowners Association to instead register with Washtenaw County as they enforce it. Also he questioned Section 14 Fences in case someone wants an electric fence. It was decided to change the wording to fences can't be built without prior approval of Association and, during development and sales period, the developer ...

6. Erica Perry thought the preliminary and final site plan together needs to be more comprehensive so she moved to table until we get the items we mentioned. This was 2nd by Charles Estleman.

a. Chris Atkin said the Planning Commission is to make sure what is being proposed fits on the site and meets the criteria of the Zoning Ordinance. He recommended that to table the application based on deed and easement documentation not submitted is not the way to go. Instead make a condition of approval that these conditions be met prior to developer commencing construction.

b. Andrea Zamansky said sometimes there are real issues getting legal documents finalized. George Goodman said they operated in good faith since April and it is not fair to stall them. Paul Zalucha agreed but wanted Randy to update us on the status of open items so we know they are taken care of. Randy Raiford said he will receive all required items before putting it on the Board agenda.

c. Erica Perry withdrew her motion.

7. George Goodman moved to approve the preliminary and final site plan of Arlington Woods Site Condominium Development with conditions that Andrea stated 1) Receipt by Township of written material from Washtenaw County Water Resources Commission that they grant waiver of items noted in Mannik Smith letter dated September 5, 2017 and Water Resources Commission response is acceptable to the Township at Township's sole and absolute discretion; 2) given distance from well to detention pond in lot 13 and that it meets Washtenaw County Health Dept. standards; 3) Open space acreage on cover page is corrected; 4) Land divisions receive all approval from Zoning Administrator and Assessor; 5) Shall have agreement that uniform traffic code and other motor vehicle regulations can be enforced on private road within development; 6) development agreement will establish 433 drainage district agreement and provide required security later on; 7) all public utility easement installation on private land is protected by easements; 8) monument sign permit is obtained; 9) receive payment for all costs and expenses for Township to review application; 10) parties enter into the following documents in form and substance satisfactory to Webster Township and counsel at our sole discretion a) development agreement as referenced in Zoning Ordinance Section 3.55 and 8.05 and 12.95; b) performance guarantee for obligation in development agreement in Zoning Ordinance Section 3.60 and 8.05 and 12.95; c) Master Deed and Bylaws cover restrictive covenant and maintenance agreement for open space and private road maintenance and management provisions and any other provision deemed necessary by Township counsel. Motion 2nd by Charles Estleman. A roll call vote was taken – all aye except for Erica Perry. Motion carried.

VI. Consideration of Dexter United Methodist Church preliminary and final site plan.

A. Randy Raiford said we have received some materials since the date of the packet

B. Darren Yant of Aspen Group for landscape buffer introduced Matthew Van Dyke of Miller Johnson; David Wile is an engineer for parking, and Tim Jones and Eric Lord of Atwell for water and lighting.

C. Questions from Commissioners:

1. Paul Zalucha said the church submitted an occupancy plan drawing showing 477 seats so we should use that number for parking spaces. Randy Raiford said it is plan G1.0.
 - a. David Wile said the plan was for a remodel in front of the sanctuary that was not done so there are still only 380 seats.
 - b. Andrea Zamansky said we need written on the plan that there are really only 380 seats regardless of how many seats are shown. The church agreed they can do that.
2. Andrea Zamansky wanted to add parking spaces as the church is expanding. The parking lot must be designed for maximum capacity. The calculation needs to include the new space, kitchen and lobby area, which parking requirements can be reduced by 50% by Planning Commission unless there is overlap of uses.
 - a. David Wile said the current atrium activity will be in the new multipurpose room and they don't count the lobby as they will not be using the sanctuary and multipurpose room at the same time. The kitchen is a replacement. The children education rooms don't add to the parking calculation as the 8 – 10 teachers are parents from the church service. Worship service is the most intense use and it is hard to determine the lobby use between church services.
 - b. Matthew Van Dyke said the heaviest traffic is Sunday mornings and the Planning Commission cannot regulate for future use. He asked what parking calculation they should apply if the Commissioners don't accept the Township Planner or church calculations.
 - c. Paul Zalucha said the Zoning Ordinance requires all parking to be on site and the church is using overflow parking at the Dexter Mill. Paul White said the front lot is lightly used so they can increase the use there instead of off-site parking so there is less hard surface.
3. Andrea Zamansky said the new space is not a church, as basketball games are different than church worship, and this is a significant expansion of space. When it is approved it is approved forever and we do not want to set a precedent. The applicant could request a waiver.
 - a. Erica Perry said she does not want to increase the non-pervious surface as the building is close to the Natural River District so it would be good for a waiver.
 - b. George Goodman said the September 11, 2017 letter from the Aspen Group,(attached) said it is a multi-purpose room, but the church council and Township counsel determined when you combine the two buildings the accessory use is just a church.
4. Paul Zalucha wanted a 3rd party storm water review and storm water management facilities review as it is on the Huron River.
 - a. Matthew VanDyke said Atwell says it is in compliance and we have the Washtenaw County Water Resources Commission approval of the Storm Water Management Plan.
 - b. A man from Atwell said the site drains very well, as it is very sandy, and it exceeds requirements.
 - c. After much discussion Erica Perry said she was grateful for Paul's detailed engineering mind and we can vote. This was 2nd by George Goodman. Andrea restated the motion to not require 3rd party review of storm water management. A roll call vote was taken and John and Paul said no, Andrea abstained, and Charles, Erica, Tammy, and George said yes. Motion carried.
5. Andrea Zamansky asked about landscape screening. Darrin Yant showed photos from Aspen Group and said the church is asking that the heavy woods surrounding the property meet the intent of a landscape buffer. Andrea said a neighbor to the east complained of seeing outside storage. Tom Snyder, pastor, said they could put in bushes to screen the house to the east.
6. Chris Atkin said he based his calculation on a literal interpretation of the zoning ordinance of 1 car per 3 seats with the church as the primary use and the expansion is an accessory use and incidental to the church.
7. Paul Zalucha said he needs time to look at the church calculations and recent submittals. He moved to table the application request to next month's meeting to review documents handed out today and get detailed calculations, maybe multiple ones, and look at information just

submitted including parking and storm water report. Andrea Zamansky added to also propose rear setback variance with ZBA as 75' setback needed for athletic use facility.

- a. Matthew VanDyke wanted approval tonight and said "for the record Paul is doing this because he didn't get his way for 3rd party approval". Paul said absolutely not.
- b. Matthew Van Dyke said this is a church and not an athletic facility. Andrea Zamansky said the Commissioners cannot grant dimensional variances and if we ignore a section of the Zoning Ordinance for the basketball setback the next time someone wants an athletic facility we can't enforce the Zoning Ordinance.
- c. George Goodman suggested, based on the September 11, 2017 letter from the Aspen Group, where the Township and Church lawyers agreed this is a multi-purpose room to take this narrow conversation to the Township attorney to determine if the zoning ordinance applies or if it is a multi-purpose room. Andrea Zamansky said she would talk to Township council on accessory use and if they say the church is right that is the end of the story.
- d. Andrea Zamansky said open items are parking, storm water management calculation, new documents submitted since the packet was sent out, working out the rear setback. She restated the motion to table till future undetermined time after get through these issues. 2nd by John Westman. A roll call vote was taken and it carried unanimously.

VII PDR Report - John Westman said Jean Cares resigned the PDR Committee and Julie Frost is the replacement member. The committee has approved an appraisal on 145 acres adjacent to other protected property. The Parks and Rec. Dept. has changed their requirement to 1 visit per year. He brought a copy of a nice article from the Sun Times paper.

VIII Andrea Zamansky said we will receive a sample of a local ordinance for the Natural River District Program in a few weeks.

IX Citizen Comments:

- A. Gary Koch said page 250 and 252 tell how to calculate parking space. It is simple math. He said we should take out of the Zoning Ordinance the 3rd party review idea and the Township doesn't know how to do it and we have no authority. It costs \$8000-9000. Washtenaw County oversees it. Wasn't legal counsel already asked about auditorium/gymnasium? We need to follow the rules in the Zoning Ordinance and not our personal agenda. There is no reason to go to the ZBA as it is a church.
- B. Chris Fike said he is a Township resident since 1978 and is in charge of the church kitchen. It is a licensed kitchen and not a coffee shop. His wife is in charge of the shuttle and on a really good Sunday there may be 10 cars at the Dexter Mill so it is not a big deal.

X Informational Items: Paul Zalucha asked that items be submitted the first Wednesday of the month or it doesn't get on the agenda so we have time to review. We won't have the Planners comments but that is okay. Andrea said this will be our policy.

XII. Charles Estleman moved, 2nd by Erica Perry, to adjourn. Motion carried. The meeting adjourned at 10:58 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, October 18, 2017 at 7:00 p.m.

Respectfully Submitted,

Eric Perry, Secretary

EP:mlz

copy to: J. Kingsley
B. Calleja

R. Raiford

MINUTES OF THE 474TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, OCTOBER 18, 2017

The Meeting was called to order at 6:59 p.m. by Chairperson Zamansky in the Township Hall. The members stood to recite the Pledge of Allegiance to the Flag.

WTPC Members Present: John Westman, Charles Estleman, Erica Perry, Andrea Zamansky, Paul Zalucha, George Goodman

WTPC Members Absent: Tammy Koch

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, Chris Atkin, Gary Koch, and 17 citizens

I. Approval of Agenda: Charles Estleman moved, 2nd by Erica Perry, to accept the agenda as presented. Motion carried.

II. Approval of Minutes of the Special Meeting September 18, 2017 and Regular Meeting on September 20, 2017: In the Special Meeting minutes Erica Perry asked to change the spelling of “alchol” in item 12 on page 3. Andrea Zamansky asked to change the spelling of council to counsel on page 2 and remove the “d” in bond fire. In the Regular Meeting minutes Andrea Zamansky asked to change the spelling of council to counsel in #2 on page 1; #7 on page 2; and in 3b on page 3. In #7 on page 2 remove “full” and replace with “sole and absolute”. On #2 on page 3 add after the comma “which parking requirements can be reduced by 50% by the Planning Commission”. On page 4 D add “open” items. Erica Perry moved, 2nd by Paul Zalucha, that both minutes be accepted with changes we discussed. Motion Carried.

III. Township Board Report and PDR Report:

- A. John Westman said the Board renewed the recycling contract.
- B. John Westman said the Board approved a PDR appraisal on 90 acres, and approved a newsletter to be put in with the December Tax Bill, and approved 10 new land preservation signs.
- C. The Board approved funding for a postcard mailing on the millage proposal that will be on the November ballot.

IV. Zoning Report – Randy Raiford said 8 permits were issued in September (see attached).

V. Comments from the Public: None

VI. Dexter United Methodist Church request for Preliminary and Final Site Plan approval:

- A. Andrea Zamansky asked if any Commissioners are members of the church. None are.
- B. Andrea Zamansky reviewed her memo to the Commissioners dated October 12, 2017 (see attached). Phased parking increases should be bonded, or a letter of credit, to ensure the parking is actually installed. The Washtenaw County Water Resources Commission should review. The Township welcomes pervious paving options. The Township’s counsel has advised that the rear setback is not an issue.
- C. Andrea Zamansky said she, Paul Zalucha and Randy Raiford met with the church last week and discussed increasing parking spots over time.
- D. The church showed a slide presentation (copy attached) on Parking at Dexter United Methodist Church. It showed a modest decline in attendance since 2015. They asked that the 274 spaces be enough as they want the green space and cannot afford to install additional parking spots at this time. They are requesting a waiver.
- E. Much discussion followed with the church.
 1. Andrea Zamansky said she attended a church service there and looked at their website. She found discrepancies with information given to the Planning Commission. She

discussed her ZO Parking Requirement Summary – Draft Calculations (attached).

2. The church said they have physically counted 264 paved spots and 30 gravel spots. The gravel spots will be lost with the new construction but they have identified room for 10 more.
3. Chris Atkin said all uses happening concurrently during the service time are incidental to the service as it is their primary function in his interpretation. If there is a church service and basketball tournament the two uses are separate.
4. John Westman said the Facilities Planning Group report dated 10-28-2014 (attached) said the parking was barely adequate. Now they want to enlarge the buildings.
 - a. A church member said the expansion will be used at non-peak times and children don't drive. They have adjusted worship times since 2014 to help with the parking situation and could add a Saturday service if needed.
 - b. John Westman said a conference may be easier to come up with a solution instead of so many people talking here. There are so many numbers that we need information from our Planner.
5. Paul Zalucha said he thought they had come up with a plan at the meeting last week and now it is not used. The Planning Commission is obligated to enforce the Zoning Ordinance and parking offsite is against the Zoning Ordinance. Mr. Van Dyke said they don't have the money to add more parking and do not agree with the calculations.
6. George Goodman said he was not comfortable with the tone of this meeting. Andrea had asked if any Commissioners were members of this church. Another question could be are any Commissioners members of another church that may be competing.
 - a. He said the church has had many additions over time and abided by Township rules in the past. We didn't have these issues in the last 6 phases.
 - b. Dexter Mill offsite parking is not an issue as the church could get a bus to pick people up at their homes. We've talked in circles about parking numbers for two hours and we need to refocus to help them accomplish their mission.
 - c. A man from the church said every year they are required to document attendance and offered to send this report to the Township also. If a threshold is set for additional parking spots based on growth they could commit to it as growth is the engine to fund expansion. A bond is expensive and it is not responsible to build parking now.

F. Andrea Zamansky said a way forward would be to discuss again before the next meeting as we need to think about it more and get parking spots based on reality.

1. Erica Perry said she was interested in a waiver to protect the river and neighbors. We need to prevent negative consequences. Andrea Zamansky said counsel suggested increasing parking over time with a bond or insurance and a deadline.
2. Andrea Zamansky moved, 2nd by Erica Perry, to table to the next meeting. Carried.
3. Andrea Zamansky asked the Commissioners to forward any questions they have to her so she can send them on to the church.

VII. Public Participation - John Kingsley said House bill 5099 is in Committee and would eliminate a municipality's ability to extend the internet. Also Webster Township will have a meeting 10-25-2017 at 7pm about the township's public safety millage proposal that is on the November ballot.

VIII. Information/Correspondence –Andrea Zamansky said we should be getting a sample model from the State DEQ in the near future.

IX. Charles Estleman moved, 2nd by Erica Perry, to adjourn. Motion carried. The meeting adjourned at 9:40 pm

NEXT MEETING DATE:

Regular Meeting: Wednesday, November 15, 2017 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley
B. Calleja
R. Raiford

MINUTES OF THE 476TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, NOVEMBER 15, 2017

The Meeting was called to order at 7:00 p.m. by Chairperson Zamansky at the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Charles Estleman, Andrea Zamansky, Tammy Koch, Erica Perry, Paul Zalucha, George Goodman

Members Absent: None

Also Present: Martha Zeeb, Gary Koch, and 14 citizens. John Kingsley came later also.

I. Approval of Agenda: As Randy Raiford was not present John Westman moved, 2nd by Tammy Koch, to approve as amended to eliminate item 6 “Zoning Administrator Report” and item 10 (a) “Updated draft Application Checklists for (i) Preliminary and Final Site Plan review and (ii) Special Land Use”. Motion carried unanimously.

II. Approval of Minutes: Charles Estleman moved, 2nd by George Goodman, to approve the minutes of the October 18, 2017 Webster Township Planning Commission meeting as printed. Motion carried unanimously.

II. Township Board Report – John Westman related that the Township Board will meet next week.

III. PDR Report – John Westman said he was re-elected Chairman, and the PDR Board is looking at property for next year and at their current funds and next year budget.

IV. Comments from Citizens: None

V. Consideration of Dexter United Methodist Church application for preliminary and final site plan approval and recommendation regarding Special Land Use Permit for addition and remodel.

A. Andrea Zamansky asked if any Commissioners were a member of this church. None are.

B. Carl Espy, of the church, said he had nothing more to add, but he hoped that the items discussed at the recent meeting with Andrea Zamansky and Paul Zalucha will allow this to move forward.

1. Andrea Zamansky explained that the Dexter United Methodist Church had agreed that conditions of site plan approval include:

a. The number of parking spaces would be 294, most of them existing and 23 new. Gravel parking spaces will be close to the Huron River.

b. The Worship maximum will be 380 seats.

c. Lighting will comply with local, state and federal law.

d. We still need approval from the Washtenaw County Water Resources Commission.

e. The church will ask owners of cars parked illegally to move them, and if not get the car towed.

f. The Township will receive occupancy reports. The Church will add 30 more parking spaces, with Township review and approval (which is not being given in advance), should the occupancy increase by 90 people above the 2017 level.

g. The church will cease the shuttle to offsite parking.

h. Construction hours will be the same as the last site plan.

i. Landscaping will be installed on the SE corner of the property.

2. Andrea Zamansky explained that the church agreed that no alcohol will be served or consumed on site as a condition for the Special Land Use Permit approval.

3. Carl Espy said the church was committed to the above conditions.

4. Tammy Koch asked if the church can occasionally use a shuttle service if they have a large event. Paul Zalucha said offsite parking is prohibited in the Zoning Ordinance but they could go to the Township Board for a one time permit.

C. The Commissioners discussed the PhotoMetric Plan.

1. Paul Zalucha asked how many lights are new and Mr. Espy said all exist today but two are moved.

2. Paul Zalucha asked if the light bulbs are shielded and meet the Zoning Ordinance. Mr. Espy felt they meet the Zoning Ordinance.

3. Paul Zalucha asked the height of the light pole B at 24.5 on page 115 of the Site Plan and learned

it is a 24 foot tall pole. As 16 feet tall is the maximum height allowed in the Zoning Ordinance, Bob Holland of Aspen Group said it can easily be cut down and all the rest are 12 – 15 feet tall.

D. Andrea Zamansky asked to change the site plan on page C5.0 as the parking spaces in the top right corner and bottom left corner are paved and not gravel.

E. Andrea Zamansky asked to change the wording at the end of the Site Data Block on page C5.0, C5.1 and C1.0 to “Due to a number of factors stated in the meeting minutes, the Planning Commission has exercised their discretion to require a minimum of 294 parking spaces, which is fewer than the number of parking spaces that otherwise would be required by the Planning Commission under the Zoning Ordinance.”

F. Erica Perry moved we recommend approval of preliminary and final site plan for the Dexter United Methodist Church on condition that we get approval from the Washtenaw County Water Resources Commission. Andrea Zamansky helped Erica by adding that we get unconditional approval from the Washtenaw County Water Resources Commissioner of the full site-wide storm water management plan. Together Erica and Andrea made further conditions that they correct the site plan that parking is really paved in top right and bottom left on page C5.0; and the 24 foot tall light pole on page 115 be changed to 16 feet tall; and language at bottom of C5.0, C5.1, and C1.0 is changed to read “Due to a number of factors stated in the meeting minutes, the Planning Commission has exercised their discretion to require a minimum of 294 parking spaces, which is fewer than the number of parking spaces that otherwise would be required by the Planning Commission under the Zoning Ordinance.”

1. Andrea Zamansky asked to amend the motion to also include conditions to the site plan approval mentioned in her memo to the Planning Commissioners dated November 8, 2017, with the exception of the Number of Parking Spaces and Worship Occupancy as these two are already stated in the Site Plan. These conditions are:

a. Future parking needs: The Applicant will provide to Webster Township an annual reporting of its largest service and concurrent use headcounts (to be duplicated from the counts currently being provided to the denomination). In the event those counts show an increase of 90 persons over the prior reporting period (i.e. the prior 12-month average beginning after 2017) then the Applicant will add 30 additional parking spaces, after which the sanctuary occupancy may be increased by 90 persons, which will go through and be subject to the standard review and approval process by separate application at that time. (The Applicant understands that no pre-approval of any such future expanded occupancy is being granted by Webster Township at present.)

b. Shuttle Service: The shuttle service to and from offsite parking will cease.

c. Parking Policy: The Applicant has adopted, and will take reasonable measures to enforce, a policy dealing with congregants who park illegally

d. Lighting: The applicant will ensure that lighting at the site will comply (both initially and on an ongoing basis) with all local, state and federal laws and ordinances, including without limitation the Webster Township Zoning Ordinance.

e. Construction Hours: The hours of construction will be 7 am to 7pm Monday through Friday, 8am to 3pm Saturday and no construction on Sunday.

f. Landscaping: The Applicant shall plant some landscaping screening on the Southeast side of the property, as offered by the Applicant at the September 20, 2017 Planning Commission Meeting.

g. As revised above, the final site plan shall be signed and sealed by the Applicant’s Engineer.

2. The motion was 2nd by Charles Estleman. Discussion followed with Paul Zalucha asking if a landscape plan was submitted and learned it was not. A roll call vote was taken and the motion passed unanimously.

G. Charles Estleman moved, 2nd by Tammy Koch, to recommend the Township Board approve the Special Land Use Application for the Dexter United Methodist Church with recommendation that applicant not serve alcohol for consumption on premises by members, staff or 3rd parties. A roll call vote was taken and it passed unanimously.

VI. Natural River District – Andrea Zamansky said she has not received anything from the State yet.

VII Citizen Comments: None

VIII Informational Items: Erica Perry said she won’t be at our February and possibly January meetings.

IX. Paul Zalucha moved, 2nd by Erica Perry, to adjourn. Motion carried. The meeting adjourned at 7:50 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, December 20, 2017 at 7:00 p.m.

Respectfully Submitted,

Eric Perry, Secretary

EP:mlz

copy to: J. Kingsley

B. Calleja

R. Raiford

MINUTES OF THE 476TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, DECEMBER 20, 2017

The Meeting was called to order at 7:03 p.m. by Chairperson Zamansky in the Township Hall. The members stood to recite the Pledge of Allegiance to the Flag.

WTPC Members Present: John Westman, Charles Estleman, Erica Perry, Andrea Zamansky, Paul Zalucha, George Goodman, Tammy Koch

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Randy Raiford, John Scharf, and 2 citizens

I. Approval of Agenda: Andrea Zamansky said to add a new Item 9a – Set public hearing date for proposed rezoning of 7495 Joy Road Dexter Riverside Cellar at January 17, 2018 Planning Commission Meeting. She also asked to remove part of item 10a –draft application checklist for Special Land Use. Erica Perry moved, 2nd by George Goodman, to accept the agenda as amended with 9a –set rezoning for 7495 Joy Road and remove 10a 2 for Special Land Use. Motion carried.

II. Approval of Minutes of the Regular Meeting on November 15, 2017: Erica Perry asked to replace Gary Koch with Randy Raiford in item I. Andrea Zamansky asked to remove “they” in item VB1 and insert Dexter United Methodist Church; also in item B 1f after “review” add “and approval (which is not being given in advance),”; also on page 3 remove duplicate items VI, VII, VIII and IX. Paul Zalucha moved, 2nd by Tammy Koch, to approve the minutes as amended. Motion Carried.

III. Township Board Report: John Westman reported that George Goodman has been reappointed to the Planning Commission. The Township Board approved Arlington Woods Development Agreement and the Dexter United Methodist Church Special Land Use permit.

IV. Zoning Administrator Report: Randy Raiford reviewed his “Zoning, Property Inspection & Code Enforcement Activity Report” dated December 20, 2017 (attached). He handed out a sheet on Official Training by the Michigan Association of Planning. He asked if we could bring a training session to our Township Hall on a regular meeting night but maybe starting at 5p.m.

V. PDR Report: John Westman said the Township Board approved an appraisal on 160 acres. The County Parks & Rec Dept is considering reducing their preservation fund to open an endowment fund for maintenance expenses. This would reduce funds available for new projects.

VI. Comments from the Public: None

VII. Set Public Hearing date for 7495 Joy Road from Industrial to Commercial zoning.

- A. Andrea Zamansky related that Pat Cavanaugh has recently purchased the Dexter Party Store business and, if approved, would move the business across Joy Road for an upscale Dexter Riverside Cellar. The Master Plan Map calls for Commercial there.
- B. Randy Raiford said the site is 2 3/4 acres and we are not sure what will happen to the existing party store building. If the rezoning is approved they have 18 months to get a site plan or it reverts back to Industrial zoning. The site is next to Thompson Shore.
- C. Erica Perry moved, 2nd by John Westman, to set a Public Hearing for next month’s meeting for the proposed rezoning application of 7495 Joy Road. Motion carried.

VIII. Updated draft Application Checklists.

- A. Andrea Zamansky said Randy Raiford is not ready with the checklists. She would like to make the checklist, cross referenced to specific sections of the Zoning Ordinance, of what is currently required for preliminary and final sites plans. In the future we could make the Zoning Ordinance more user friendly with the preliminary site plan more of an overview of

the project and a checklist showing the requirements.

B. Randy Raiford will work on updating the check list and send it to the Commissioners with the next meeting packet.

IX. Natural River District

- A. Andrea Zamansky reviewed her memo, dated December 20, 2017 (attached) on the pros and cons of being a local governance jurisdiction of the State's Natural River Program. This includes 1) doing nothing and letting the State administer their program, or 2) (as the State would prefer due to their short staff) the Township makes a Natural River overlay district for those areas that are affected by the State's rules and the Township administers the program. A 3rd approach could be that we do not enforce the State's program, but flag the State when we review preliminary and final site plans, etc. that are within the state-designated natural river sections of the Huron River or Arms Creek.
- B. Tammy Koch said our Township would need someone with a level of expertise to administer this program. Andrea Zamansky said we could create an overlay district that the Township enforces with fines if there is a violation. However, as the State rules can change and they are the experts on their requirements, she prefers option 3 so we notify the State if a property is an issue.
- C. Randy Raiford said he will find out if the Township computer software could flag the affected properties so we could tell owners about the State's requirements if needed.
- D. George Goodman asked about a time line and learned there is not a deadline. George said local control is good but Randy Raiford has lots to do already so don't deal with this now.
- E. Erica Perry liked the 3rd option with an overlay district so we know when someone is in the Natural River section. A Natural River District Overlay is in our implementation matrix and we have great natural features to protect. She would like Kris Olsson to come to our next meeting. Hamburg and Northfield are regulatory Townships.
- F. Paul Zalucha would like to look at Andrea's next month's packet of information.

X. Public Participation:

A. Brant Savander said checklists are good as people then know deadlines up front. Also he would love to help clean up our river.

B. Connie Savander was concerned about traffic around the proposed Dexter Riverside Cellar and suggested a traffic study as we need infrastructure before a development is there.

C. John Scharf said Cottonwood Barn has been sold and will become a residence.

XI. Information/Correspondence: None

XII. Charles Estleman moved, 2nd by Erica Perry, to adjourn. Motion carried. The meeting adjourned at 8:30 pm

NEXT MEETING DATE:

Public Hearing: Wednesday, January 17, 2018 at 7:00 p.m.

Regular Meeting: Wednesday, January 17, 2018 at 7:00 p.m.

Respectfully Submitted,

Erica Perry, Secretary

WW:mlz

Copy to: J. Kingsley

B. Calleja

R. Raiford

