

Milton Township

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**DRAFT Minutes for Milton Township Planning Commission Meeting
Milton Township Hall - 32097 Bertrand St., Niles, MI
PLANNING COMMISSION MEETING
December 02, 2013 6:30 P.M.**

Planning Commission Members

Kara Boyles, Jeremy Clanton, Richard Hebard, Ron Jureziz, Geoff Klopenstine, Karen Shirk, Kelly Sweeney

Call to Order/Pledge of Allegiance:

- Meeting was called to order at 6:34 PM
- Pledge of Allegiance was recited.
- All were present with the exception of Kara (excused)

Public Hearing for Proposed Rezoning from Agricultural Production Zoning District to become Rural Residential (RR) Zoning District - Parcel 14-070-015-028-00

1. Opening remarks by Chairperson:
 - Public Hearing for Proposed Rezoning from Agricultural Production Zoning District to become Rural Residential (RR) Zoning District - Parcel 14-070-015-028-00
2. Announcement of Hearing Rules by Secretary:
 - a. Presentation by the Applicant
 - Mrs. McHenry stated that she wanted to divide the property to allow his children to build houses on the property and rezoning was necessary.
 - b. Remarks and/or recommendation by the Zoning Administrator
 - Paul read his staff report into the record which is attached
 - c. People in the audience speaking in support of the application
 - Supervisor Benjamin made a statement about the Zoning Map changing.
 - d. People in the audience speaking in opposition of the application
 - Robert Shellhamer, 70856 Broderick Way asked a question about the Property Classification Map.
 - e. Applicants rebuttal
 - Mrs. McHenry stated she plans to continue farming the rest of the property.
 - f. Closure of Public Hearing
 - Motion: Kelly made a motion to close the public hearing portion of the PC meeting at 6:51 PM
 - Seconded: Jeremy
 - Vote: All in Favor: 6 Nays: None
 - Motion passed**

Continuation of the Regular Meeting

- Meeting was called back to order at 7:00 PM

Anyone Wishing to Speak to the Planning Commission: (3 min/person)

- Supervisor Benjamin asked for the Planning Commission (PC) to look at the following:
 - ❖ Would like to receive the PC 2014 Budget by January 2014
 - ❖ Would like to receive a 3 year Road Plan from the PC
 - ❖ Would like the PC to look at the Escrow Policy and make recommendations to the Board on any changes
 - ❖ The Agricultural Production District needs to be fixed
 - ❖ Would like the PC to look at the Sign Ordinance

Approval of Agenda:

- Current agenda was approved with 2 additions under new business: 2014 Meeting Dates and 2014 PC Budget

Approval of Previous Minutes:

Motion: Jeremy made a motion to approve the minutes from the 11-04-2013 Meeting as presented
Seconded: Karen
Discussion: No Corrections
Vote: All in Favor: 6 Nays: None
Motion passed

Community Reports:

1. Zoning Administrator-Paul gave his report, which included the fact that we have had several rezoning requests and 5 houses being build. His official written report is in the Board Meeting Packet
2. Township Board Representative-Kelly gave his report which was a summary of the Board Meeting Minutes
3. Zoning Board of Appeals Representative-Jeremy reported there was not activity with the ZBA>

Old Business:

1. Deliberation on the Application to Rezone Parcel 14-070-015-028-00 in accordance with Article XVI, Section 16.08 of the Milton Township Zoning Ordinance
Note: No further input shall be allowed from the applicant or public after the commencement of deliberations unless specifically requested by the Planning Commission.

Motion: Motion made by Kelly to recommend approval to the Board of Trustee’s for the rezoning application request to rezone from Agricultural Production to become Residential (RR) the following parcel of land:

PARCEL ID NUMBER	APPROXIMATE SIZE (+/-) (from CCMAP)
14-070-015-028-00	11.61

Based on the following Key issues required by article 16.08 (D) of the zoning ordinance: we find

1. The proposed rezoned land to become Rural Residential (RR) is consistent with the Milton Township Future Land use Plan and supporting text adopted June 2012

2. The stated intent of the RR development is consistent with all surrounding properties and is an efficient use of township land, which complies with Goal 4 of the Master Plan.
3. The proposed change to RR will have a negligible impact on public facilities and services.
4. The intent and purpose of the Township Zoning Ordinance is upheld by this proposed rezoning specifically in regards to Article 1 General Provisions Section 1.02 Purposes.

Seconded: Jeremy

Discussion: Brief discussion and finding of facts.

Motion passed after a roll call vote

Those voting "yes" were: Kelly, Ron, Geoff, Jeremy, Karen, Richard

Those voting "no" were:

Those abstaining were:

Those absent were: Kara

2. Zoning Ordinance Update - Subcommittee report on progress:

Note PC Members have read the Draft of Chapters 1-6 and should be studying them and submitting any changes/recommendation to the PC sub-committee

- Richard discussed the sub-committee and the progress the sub-committee is making towards the completion of this document. Kelly stated that everyone has chapters 1-6 and they should be reviewing them on their own time. If you have updates/suggestions please send Kelly a message. The next sub-committee meeting is scheduled for 12-11-2013 at 5:30 PM.

New Business:

1. Application for Rezoning of parcel # 14-070-011-009-10 located at 69297 Beebe Road, Applicant seeks to rezone parcel from Agricultural Production to become Rural Residential (See attachment)

Motion: Motion made by Kelly to take the Application for Rezoning of parcel # 14-070-011-009-10 located at 69297 Beebe Road by property owners Gregory and Melissa Tomas to a public hearing at the next Planning Commission Meeting, January 6th, 2014. This Public hearing will gather Public input on Rezoning the above parcel from Agricultural Production to Rural Residential.

Seconded: Karen

Discussion: Background study was done by the Planning Commission that looked specifically at the following items:

1. If the proposed rezoning is compatible with the goals and objectives of the Township Land Use Plan-**YES**
2. Impact of the proposed use to surrounding properties and developments- **MINIMAL**
3. The effect on public facilities and services-**NONE**
4. The relationship of the proposed project to the intent of Township Zoning Ordinance-**IN COMPLIANCE**

The applicant sent a designate to the meeting and who was present during the Planning Commission review to respond to any

questions. A large percentage of the property is not good productive farmland and is an ideal setting for a home.

Motion passed after a roll call vote

Those voting “yes” were: Kelly, Geoff, Jeremy, Karen, Ron, Richard

Those voting “no” were:

Those abstaining were:

Those absent were: Kara

2. Update of Township 3 year Road Plan

- 3 year Road Plan was discussed. Kelly to contact Cass County Road Commission (CCRC) to attend our January meeting and present their view on our roads and define their grading system so we can make the necessary recommendations to the board. Paul provided a copy of the Daily Traffic Counts from CCRC. Kelly also noted that 2013 was an unusual year with regards to road funding. Several projects were funded in 2013 because of the matching road funds that were available. The funding for the next 3 years should return back to normal levels of funding.

3. 2014 Meeting Dates-The PC has selected the following dates for their meetings:

- January 6, 2014
- February 3, 2014
- March 3, 2014
- April 7, 2014
- May 5, 2014
- June 2, 2014
- July 7, 2014
- August 4, 2014
- September 8, 2014
- October 6, 2014
- November 3, 2014
- December 1, 2014

4. 2014 Planning Commission Budget-The PC discussed the budget and will forward the following along to the board for implementation:

Planning Commission Proposed 2014 Budget			
	2013 Budget	2014 Budget	Variance
PC-Wages	\$8,400.00	\$7,200.00	-\$1,200.00
PC-Ordinance Special Project	\$3,700.00	\$0.00	-\$3,700.00
PC-supplies	\$250.00	\$250.00	\$0.00
PC-Conf and Workshops	\$3,500.00	\$3,500.00	\$0.00
PC-Consultant	\$2,500.00	\$2,500.00	\$0.00
PC-Legal	\$6,000.00	\$5,000.00	-\$1,000.00
PC-Mileage	\$100.00	\$100.00	\$0.00
PC-Legal Notices	\$300.00	\$500.00	\$200.00
Total	\$24,750.00	\$19,050.00	-\$5,700.00

* PC-Wages allows PC to have a total of 16 meetings

Board Member Comments:

At the January meeting elections for the Chairperson, Vice-Chairperson and Secretary will be held.

Announcements:

- None

Adjournment:

Motion: Kelly made a motion to adjourn the meeting
Seconded: Jeremy
Vote: All in Favor: 6 Nays: None
Motion passed

Meeting was adjourned at 8:45 PM

Minutes respectfully submitted by Kelly Sweeney

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