

**MANCHESTER TOWNSHIP PLANNING COMMISSION**  
**Manchester Township Hall, 275 S. Macomb Street, Manchester, Michigan 48158**

**Regular Meeting Minutes Approved**  
**February 1, 2007**

**A. CALL TO ORDER**

The meeting was called to order at 8:00 pm by Chairman Kopka

Members Present: Les Kopka, George Daubner, Pete Stumpo, Jim Samonek, Deena McIntosh,  
and Lyle Widmayer

Absent: None

Others Present: Sybil Kolon (Manchester Township), Ron Mann (Manchester Township), John  
Enos (Carlisle/Wortman), and Paul Siersma (Carlisle/Wortman)

**B. APPROVAL OF AGENDA**

Motion made by Samonek and seconded by Widmayer to approve the agenda as presented.

Voice vote: ayes all. Motion carried.

**C. APPROVAL OF MINUTES – December 7, 2006**

Motion made by Widmayer and seconded by Samonek to approve the 12/07/06 minutes as  
presented.

Voice vote: ayes all. Motion carried.

**D. PUBLIC COMMENT**

Kopka acknowledged Sybil Kolon in attendance.

**E. REPORTS AND CORRESPONDENCE**

**Reports**

**1. Report of Chairperson:**

Kopka welcomed new Planning Commission member Deena McIntosh. McIntosh outlined her  
background and education. Kopka acknowledged the receipt of the resignation letter from Mark  
Neigebauer.

**2. Report of Township Board Representative:**

Widmayer noted that a number of resolutions had been passed by the Township Board. Widmayer  
noted that the Planning Commissioners received a copy of the Township Board meeting minutes  
summarizing the resolutions for the zoning ordinance language revisions that had been proposed by  
the Planning Commission. Widmayer noted that the Planning Commission by-laws had been  
included in the Planning Commissioners' packets due to the January meeting quorum issue.  
Widmayer indicated that the January meeting had been discussed at the last Township Board

meeting. Planning Commissioners discussed that resignations do not affect the needed quorum counts.

### **3. Report of Zoning Board of Appeals:**

None

### **4. Report of Planning Consultant:**

Enos advised that 2007 Regional Workshops are scheduled for 02/15/07 regarding the zoning board of appeals. Enos noted that the Michigan Township Association (MTA) conference was held last week. Enos noted that the conference was pretty well attended.

### **5. Reports of Committees:**

#### **a. SWWCOG:**

Daubner updated the group on the following information presented at the 01/10/07 SWWCOG meeting:

- SWWCOG – Steve Puuri (Managing Director of Washtenaw County Road Commission) presented information of the proposed reductions to the budget and operations. Dauber advised that Puuri had outlined the amount of roads covered by the Road Commission, the amount of employees, and the amount of equipment. Daubner advised that the last increase to the gas tax had been in 1997 and that a one cent increase in the tax would amount to 50 million dollars state-wide. Daubner also advised that Tony VanDerworp (Director of Washtenaw County Planning & Environment) outlined a court case that addressed issues with having zoning compatible with the adjacent area (i.e., industrial zoned property should have roads that can accommodate traffic applicable to industrial uses).
- Freedom Township – work continues on the mineral extraction ordinance; Barrett expansion report to Michigan Department of Environmental Quality; a County park is being contemplated for land at Parker and Ellsworth.
- Bridgewater Township – three Purchase of Development Rights applications have been forwarded to the State, working on Mineral license.
- Township – false alarms for fire department were discussed; 2006 was lowest year for land splits in some time.
- Village – Hibbard Street work going out for bid in March and work to begin in May; Planning Commission discussing Regional Commercial zoning; sign ordinance public hearing drew a number of comments regarding the use of sandwich style board signs; Mitchell Building Company requested extension of time on final site plan; former Uniloy plant up and going; SGF building sold to Pierce Fastener; DURA building sold.
- Downtown Development Authority (DDA) – DDA working with Michigan Department of Transportation on a transportation enhancement grant.

#### **b. Township/Village Liaison**

Planning Commissioners discussed that the name should be changed to Township/Village 425 Committee. Enos indicated that he would like to set up a meeting with Mann and the Village representatives. Enos indicated he would like to have the meeting before the March regular

meeting. Kopka reminded the Planning Commission members that he and Samonek are members of the Township/Village 425 Committee. Daubner indicated that it is a good idea to get the 425 Agreement in place.

## **6. Correspondence**

Daubner advised that the following items had been received:

- Land Division Application copy
- Hightronix solicitation letter for a municipal television channel
- Land Use Summit conference scheduled for 02/19/07
- Lasertec solicitation for photocopying services
- ITC solicitation for the MTA conference
- Hartford solicitation for the MTA conference
- SWWCOG/LIAA work plan (in Planning Commissioners' packets)
- ASTE solicitation for the MTA conference
- January Planning and Zoning News
- SEMScope magazine
- Smart Growth newsletter
- Township Board meeting minutes

## **F. UNFINISHED BUSINESS**

### **1. Community Survey Discussion**

Kopka indicated that the results from the previous survey (completed in 1992) should be compared with the current survey results for trends and issues for the Planning Commission to focus on. Enos advised that Carlisle/Wortman will complete a review. Widmayer referred to an interview of Ron Mann in the Manchester Enterprise that focused on the survey results. Widmayer indicated that he felt a response to the questions posed in the survey would be in order. Planning Commissioners discussed that the issues in the survey could be ideas for articles in the Manchester Enterprise.

### **2. Draft Amendments to Section 16.20 Commercial Communication Towers**

Siersma reviewed the proposed changes to section affecting existing commercial communication towers for collocation requests. Siersma indicated that the proposed changes would streamline the process for reviewing and approving collocation requests for existing commercial communication towers due to the Wireless Washtenaw initiative. Siersma referred to the two-page Carlisle/Wortman memorandum regarding Proposed Zoning Ordinance Amendments Regarding Wireless Communication Collocations (prepared by Enos and Siersma – dated 01/23/07), the three-page proposed amendments to Section 5.03 of the Manchester Township Zoning Ordinance (Draft 1 – dated 02/01/07), the seven-page proposed amendments to Section 16.20 of the Manchester Township Zoning Ordinance (Draft 1 – dated 02/01/07), and the two-page proposed amendments to Section 18.03 of the Manchester Township Zoning Ordinance (Draft 1 – dated 02/01/07) (prepared by Carlisle/Wortman). Siersma indicated that Carl Macomber would work with Carlisle/Wortman on the collocation requests for existing commercial communication towers if the language revisions

are adopted. Siersma indicated that issues with collocation requests would likely come before the Planning Commission but that the decision would lie with Macomber.

Siersma discussed the process for permitting a new communication tower. Siersma discussed the possible need to allow communication towers in Agricultural districts as a conditional use. Planning Commissioners discussed the potential need for Wireless Washtenaw antennas in the Township. McIntosh questioned how many Township residents would likely want the Wireless Washtenaw service. Enos discussed the proposed language amendments to the zoning ordinance. Stumpo inquired on how tall the Wireless Washtenaw antennas would need to be. Planning discussed that it would be based on the topography. Siersma noted that typical communication towers are usually 185 to 195 feet tall. Daubner indicated that towers over 200 feet need to be illuminated. Planning Commissioners discussed that the actual Wireless Washtenaw antenna is only six feet tall. Siersma and Enos indicated that they will talk to Bill Lockwood, the Wireless Washtenaw representative from the County, prior to further discussion of the proposed language changes. Mann indicated that Wingate Road is receiving service from the Wireless Washtenaw antenna on the water tower (approximately four miles of coverage). Mann indicated that despite the pilot program having six weeks remaining, the County has signed off on the program for the County to have coverage by fall 2007. Mann indicated that 100 towers are in the budget for the County. Siersma indicated they will report on the discussion with Lockwood at the March regular meeting.

## **G. NEW BUSINESS**

### **1. Township/Village 425 Agreement**

Planning Commissioners discussed that the name should be changed to Township/Village 425 Committee. Planning Commissioners indicated that the item had been discussed under Reports and Correspondence. Mann indicated that the regional planning effort is still ongoing with SWWCOG with LIAA grant work. Planning Commissioners and Mann discussed that a concrete plan needs to be put together that has legal standing. Mann discussed the need to define the growth ring boundary and to consider proposed ordinance language changes from the SWWCOG regional planning effort. Mann indicated that community wastewater utility systems (CWUS) are being proposed in other counties. Mann also indicated that it would be nice for Townships to band together cooperatively to address issues. Mann discussed that the State has been giving financial incentives for areas to consolidate services such as Zoning Board of Appeals and Planning Commissions. Mann indicated that the Township cannot stand alone.

Mann indicated that he will be coming back from SWWCOG with proposals for the Township to consider. Mann indicated that the 425 Agreement work has been waiting due to the SWWCOG/LIAA work. Mann indicated that a 425 Agreement may not fit the situation best. Mann suggested that an Urban Services Agreement may suit the situation best. Mann stressed that the Township must work with the Village. Mann indicated that the 425 Agreement model is put together but the discussion on where to use 425 Agreements needs to occur. Mann questioned if Sharon and Bridgewater Townships should be part of the discussion. Mann questioned where regional growth should occur. Mann discussed regionalizing the 425 Agreement. Mann indicated that the LIAA

staff would advise on the issue. Daubner indicated that property under a 425 Agreement does not need to be contiguous. Daubner indicated that the largest issue of a 425 Agreement is the successful negotiation of the terms.

Mann indicated that requests for Village services or for a CWUS could occur tomorrow. Daubner indicated that time is of the essence to address these issues. Mann indicated that a regional plan may be the way to go for the Township. Planning Commissioners and Mann discussed citing a mobile home park. Enos indicated that it may be good to work on the issues in an incremental fashion. Enos indicated that the Village language on Regional Commercial zoning may trickle into the Township zoning language. Mann indicated that the need has been demonstrated to address regional planning. Mann discussed that need for development in a community can be based on a developer's investment of money as proof of the need. Mann indicated that it is time to do something and that in three to six months the recommendations from SWWCOG will come to the Township for consideration. Mann encouraged the Planning Commissioners to attend the SWWCOG meetings. Mann indicated that the next SWWCOG meeting is 02/14/07 at 7:00 pm in the Village Council Chambers.

## **2. Whispering Pines Resort Conditional Use**

Siersma indicated that the name of the resort is Whispering Lakes Resort. Siersma indicated that a conditional use may be coming in. Siersma advised that the resort is located in Lenawee County but that prospective buyers are considering expansion into Manchester Township so that 10 cabins can be built. Siersma indicated that a conditional use would need to be obtained. Mann indicated that the conditional use process would be similar to the land splits process. Planning Commissioners and Mann discussed the facilities at Whispering Lakes Resort.

## **3. T-Mobile Collocation**

Siersma indicated that Carl Macomber has received information that will be forwarded to the Planning Commission for the March regular meeting. Siersma indicated that a future public hearing date would likely be set up at the March regular meeting. Mann discussed that fees can be high for collocation so that new communication towers are more affordable. Mann discussed the need to make collocation fees fair and equitable.

Mann indicated that at a recent One Washtenaw, the following was discussed:

- GIS/Mapping Washtenaw classes scheduled for 03/21/07 and 08/13/07
- Census Data classes
- Better use of zoning ordinances on the Washtenaw County website
- County professional development classes are available free of charge – Township has hardcopy listing of available classes
- Webulizer Program – Township will be able to track what visitors to the Township website are looking for
- Village DDA and Western Washtenaw Recycling Authority will soon have websites
- County landmark photo contest with recognition and gift certificates for top placing photos

- Saline now has a nicer looking website
- MTA conference 2008 in Detroit – encourages Planning Commissioners to attend
- A Twin Lakes property owner may go to jail due to no functional sewage system on property.

Enos indicated that the corridor along the southern M-52 is ripe for development. Mann indicated that Northfield Township is revising their setback requirements due to a revision to the right-of-ways by the Road Commission. Planning Commissioners discussed the possibility of the right-of-way on secondary roads being revised from 66 feet to 86 feet. Planning Commissioners discussed that primary roads may have 120 feet right-of-way. Planning Commissioners discussed revising setbacks to allow for a larger road. Samonek indicated that the right-of-way on US-12 may be State-owned or Federal-owned. Enos indicated that Carlisle/Wortman will do research and bring results to the March regular meeting.

#### **H. COMMENTS FROM COMMISSION**

Mann indicated that he is interviewing for the available position on Planning Commission. Stumpo confirmed that the Road Commission representative did say that the 4 cent tax on a gallon of gasoline is not keeping pace with inflation for Road Commission services. Stumpo indicated that governmental agencies and big business should find a way to make it work under the current budget, instead of outsourcing services. Stumpo indicated that the amount of road taxes collected should allow for perfect roads all across the State. Planning Commissioners discussed that funds are borrowed from the road fund to make other State budgets work. Mann discussed that the Township can outsource work for cheaper but that the Road Commission oversight fees bring the costs up to the level of Road Commission costs. Planning Commissioners and Mann discussed the status of Road Commission representatives from this side of the County. Planning Commissioners, Enos, and Mann discussed the status of other County Road Commissions. Daubner indicated that the higher fuel efficiency vehicles draw down the amount of available tax money from the gasoline tax.

Mann indicated that a number of MTA publications are available for purchase. Mann indicated that the Township will purchase publications if needed. Mann indicated that the Township believes the Planning Commission is very important.

Daubner thanked the Township for sponsoring his attendance at the recent MTA conference. Daubner indicated that five Township representatives were in attendance at the conference. Daubner indicated that he attended training on conditional transfers, land division act, land use policy, and planned unit development. Daubner indicated that wind turbines were discussed at the conference and Daubner inquired if the Township language regarding wind turbines should be reviewed.

Kopka inquired if the gravel ordinance is all set. Enos indicated it was.

#### **I. PUBLIC COMMENT**

None

**K. NEXT MEETING**

Next regular meeting – Thursday, 03/01/07 at 8:00 pm

**L. ADJOURNMENT**

Motion by Samonek and seconded by Weidmayer to adjourn meeting at 9:31 pm.

Voice vote: ayes all. Motion carried.

Prepared by,      Approved by,

---

Jennifer Crumb, MTPC Recording Secretary      George Daubner, MTPC Secretary

---

Date