

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

**Regular Meeting Minutes Approved**  
**October 4, 2007**

**A. CALL TO ORDER**

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

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

Absent: None

Others Present: Paul Siersma (Carlisle/Wortman) and Ron Mann (Township)

**B. APPROVAL OF AGENDA**

Motion made by McIntosh and seconded by Daubner to approve the agenda as presented.

Voice vote: ayes all. Motion carried.

**C. APPROVAL OF MINUTES – September 6, 2007**

Motion made by Widmayer and seconded by Stumpo to approve the 09/06/07 minutes as presented.

Voice vote: ayes all. Motion carried.

**D. PUBLIC COMMENT**

Mann discussed the Michigan Township Association (MTA) District Meeting he attended recently. Mann indicated that House Bill 4780 was addressed at the meeting. Mann indicated that the bill appears to be dead but the idea behind the bill still has support. Mann indicated that a packet of information from the meeting was distributed to each Planning Commissioner. Mann indicated that the last sheet of the information was a survey on what makes a good Township. Mann asked for each Planning Commissioner to fill out the survey and include a discussion on the survey on the November meeting agenda. Mann indicated that the Township needs to publicize more about the Township. Mann and Planning Commissioners discussed the amount that the Township should have in reserve. Mann indicated that the Township has four to five months of operation budget on reserve due to the sale of the old library building. Mann updated the group on the joint planning effort indicating that Freedom Township did join the effort. Mann advised that the Township will need to review and pass the revised joint planning agreement and ordinance that indicates the addition of Freedom Township. Mann advised that Bridgewater Township had recently passed the revised joint planning agreement and ordinance. Siersma inquired if regional consolidation of services had been discussed at the last SWWCOG meeting. Mann indicated no. Mann advised that training on the regional planning issues is planned for 10/27/07.

## **E. REPORTS AND CORRESPONDENCE**

### **Reports**

#### **1. Report of Chairperson:**

None.

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

Widmayer distributed the minutes from the last Township Board meeting to the Planning Commissioners. Widmayer indicated that Fire Chief Scully reported that the tanker is getting old and will need replacement. Widmayer indicated that there are payment options to consider and that the cost would be approximately \$200,000. Widmayer reported that Carl Macomber is keeping very busy with requests. Widmayer referred to the joint planning information presented earlier by Mann. Widmayer advised that the Washtenaw County Road Commission voted down the two additional members and that replacement of some window glass in the Township building will begin next week. Mann advised that the Schleweis Road culvert will be replaced next spring and that \$200,000 is budgeted for the effort.

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

Kopka advised that no meeting has been held since the last Planning Commission meeting. Kopka advised that Jack Creech's term will be ending.

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

Siersma reported that the Michigan Association of Planning conference is coming up and that Enos will present information on environmental planning at the conference. Mann inquired if the Township had ever granted a use variance. Mann indicated that a use variance is essentially a rezoning without the right of referendum. Mann indicated that he learned at the last MTA meeting that use variances should not be allowed. Mann discussed a dimensional variance versus a use variance. Planning Commissioners discussed past rezonings and variances. Siersma indicated that he was not aware of a use variance being granted. Mann suggested that the ordinance be revised to indicate that use variances are not allowed. Mann also indicated that the Township should consider a requirement in the ordinance to post a sign on the subject property for a proposed rezoning, conditional use, or variance with the information about the request. Planning Commissioners and Mann discussed that it would communicate the information to a larger number of community members affected by the proposed change. Mann indicated that property owners within 300 feet are notified by mail of the proposed change. Seefeld suggested that the information be added to the website as well. Mann indicated that the Planning Commission should consider the requirement for the informational sign with a minimum size. Siersma indicated that he would look into the use variance language and update the Planning Commission at the next meeting. Siersma indicated that language about use variances would be a good thing to add to the ordinance. Daubner indicated that a use variance is like running around the zoning ordinance.

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

**a. SWWCOG**

McIntosh indicated she will make copies of the minutes from the last meeting for anyone interested. McIntosh indicated that the meeting focused on the joint planning kick-off. McIntosh advised that the regional planning training session is scheduled for 10/27/07 from 8:00 am to 2:00 pm. McIntosh advised that the Wireless Washtenaw effort status was discussed. Mann indicated that the 800 MHz tower for emergency services is proposed for the community. Mann indicated that the tower will be approximately 300 feet and that the Village has advised that they would not like the tower in the Village. Mann advised that the County does not need approval for the tower but that the County would like to work with the municipality where the tower would be located. Mann indicated that the 800 MHz system would allow for radios to work inside of most buildings but that the Township system would need to be maintained since the radios communicate with Jackson and Lenawee Counties. Seefeld noted the 300-foot tower on Baker Road and the 500-foot tower on Schneider Road. Planning Commissioners discussed the County Road Commission land on Austin Road and the high points in the community.

**b. Regional Planning Effort**

McIntosh indicated she has a copy of the preliminary work plan which she will copy and distribute to Planning Commissioners. McIntosh indicated that the joint planning agreement and ordinance has been revised to include Freedom Township. McIntosh indicated that the regional planning meeting will follow the SWWCOG meeting. Mark Roby (County) and Carlisle/Wortman are helping with the regional planning effort. Mann advised that the regional planning group will be addressing housekeeping issues including by-laws and officers at the meeting next week. Widmayer inquired about the County's role in the regional planning effort. Mann indicated that Roby, the County representative assigned to the area, intends to help in any way the County can. Mann and McIntosh outlined the contributions to the effort by Roby including the organization of information and preparation of documents. Mann commented on David Behm's quotation in Crain's Detroit magazine regarding 28 local units of government in the County being an absurd amount. Widmayer indicated that he hopes that the County involvement in the regional planning effort does not get carried away. Mann confirmed that the County would be working for the intent of the local municipalities involved in the Master Plan development. Mann confirmed that Roby is the manager of the project doing what the local municipalities want done. Planning Commissioners and Mann discussed the County efforts past and present.

**6. Correspondence**

Daubner advised that the following items had been received:

- The Vehicle – Washtenaw Area Transportation publication – Daubner advised that a meeting had been held at the Village Hall regarding the regional transportation system vision and funding.

Daubner indicated that the MTA conference is scheduled for January 2008. Mann indicated that the Township is able to pay for the conference for Planning Commissioners. Mann advised that the conference information is in the current MTA magazine. Mann also reminded the Planning Commissioners that the County has a wide range of free training courses available on-line.

## **F. UNFINISHED BUSINESS**

### **1. Wireless Washtenaw Placements**

Siersma indicated that he has left messages for Bill Lockwood regarding the Wireless Washtenaw placements and has not had a response.

### **2. Multiple Use Ordinance Language**

Siersma distributed a seven-page working draft of the proposed recommendations to Section 9.05, Section 16.24, and Section 18.03 for multiple use issues (prepared by Carlisle/Wortman – dated 10/04/07). Siersma indicated that the multiple use would likely apply to Community Commercial existing property as a permitted conditional use with an administrative review. Siersma reviewed the proposed amendments to Section 16.24. Siersma discussed the proposed administrative review by the Zoning Administrator and that the Planning Commission would reserve the right to review the proposed multiple use request. Siersma indicated that the proposed amendments require that the Zoning Administrator advise Planning Commission when a multiple use request is made. Siersma discussed the issues in the Section 18.03 language related to the Zoning Administrator (Item D). Siersma indicated that he is still working on the review of the multiple use issues. Daubner and Widmayer inquired if the Village has the language in place for the old Ford dealership building. Siersma indicated that any proposed development for the old Ford dealership would likely go through Village site plan review. Siersma indicated that the proposed recommendation regarding multiple uses would allow for an administrative review versus a Planning Commission condition review process. Siersma advised that a multiple use request would still require a public hearing. Siersma indicated that the Planning Commission reserves the right for a full review in the proposed language. Kopka encouraged the Planning Commissioners to review the proposed language amendments and bring comments to the next meeting.

### **3. Community Survey Discussion**

Planning Commissioners reviewed the seven-page Manchester Township Community Survey – October 2006 summary prepared by Mann. Kopka indicated that the survey should be reviewed with the previous survey to compare trends. Siersma indicated that the information could be helpful for Township and regional planning efforts. Siersma indicated that Carlisle/Wortman would pull together a comparison of surveys. Kopka asked that Planning Commissioners review the current survey information and bring it back for discussion at the next meeting.

## **G. NEW BUSINESS**

No agenda items were presented under New Business.

## **H. COMMENTS FROM COMMISSION**

McIntosh indicated that she attended the Growing Smart workshop on 10/01/07. McIntosh indicated that the workshop addressed farmland preservation, the Monroe County recycling efforts, and low impact rain garden development.

Daubner inquired about Item 2C in Article 66 regarding wind power setbacks. Dauber inquired if the language requiring twice the height of the tower as the setback from the property line would encompass the guy wires. Siersma indicated it likely would encompass the guy wires required for a tower.

**I. PUBLIC COMMENT**

None.

**J. NEXT MEETING**

Next regular meeting – Thursday, 11/01/07 at 8:00 pm.

**L. ADJOURNMENT**

Motion by Samonek and seconded by Widmayer to adjourn meeting at 9:06 pm.

Voice vote: ayes all. Motion carried.

Prepared by,      Approved by,

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Jennifer Crumb, MTPC Recording Secretary      George Daubner, MTPC Secretary

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Date