

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

Regular Meeting Minutes Approved
October 5, 2006

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, and Jim Samonek

Absent: Mark Neigebauer and Lyle Widmayer

Others Present: John Enos (Carlisle/Wortman), Paul Siersma (Carlisle/Wortman), Nichole Hogan, Kenny Brokaw, Nancy Thelen (Washtenaw County MSU Extension), and Ron Mann (Township)

B. APPROVAL OF AGENDA

Planning Commissioners discussed adding Nancy Thelen from Washtenaw County MSU Extension under New Business. Motion made by Samonek and seconded by Stumpo to approve the agenda as amended.

Voice vote: ayes all. Motion carried.

C. APPROVAL OF MINUTES – September 7, 2006

Daubner discussed a change to the minutes under Secretary Replacement agenda item. Motion made by Samonek and seconded by Stumpo to approve the 09/07/06 minutes as amended.

Voice vote: ayes all. Motion carried.

D. PUBLIC COMMENT

None.

E. REPORTS AND CORRESPONDENCE

Reports

1. Report of Chairperson:

Kopka indicated that a meeting had been announced by Dan Meyer from Washtenaw County Planning and Environment regarding the private wastewater systems ordinance. Kopka indicated that the meeting would roll-out the new ordinance. Kopka indicated he is unable to attend the meeting scheduled for 10/13/06 at 1:00 pm. Samonek advised that he will try to attend the meeting. Enos indicated that the Township can control community wastewater utility systems (CWUS) through zoning. Samonek inquired on the status of the Township being responsible for failed CWUS. Enos and Planning Commissioners discussed the option of special assessment to safeguard the Township for maintenance and repair to CWUS. Enos indicated that the Township language

on CWUS is very comprehensive and addresses repair, replacement, and maintenance issues if the Township needs to get involved. Planning Commissioners discussed the need for special assessments for CWUS and for new private roads. Stumpo indicated that fast traffic on private roads is an issue. Enos and Siersma advised that another community had looked at regulating non-conforming private roads but came to the decision to not regulate. Planning Commissioners discussed the need for the Township to be able to determine if a private road is passable. Kopka indicated that the special assessment language for new private roads had been adopted.

2. Report of Township Board Representative:

None.

3. Report of Zoning Board of Appeals:

Kopka advised that no meeting had been held.

4. Report of Planning Consultant:

Enos indicated that Michigan Association of Planners conference is scheduled for 10/11/06 through 10/14/06 in Detroit. Enos also indicated that the Village is considering a Highway Commercial zoning district that would service the motoring public and heavy traffic commercial options that would not fit into downtown. Enos advised that the Township should discuss the new zoning district for possible use and adoption. Enos indicated he would discuss in an upcoming meeting. Enos and Mann advised that the new zoning district could be part of the 425 Agreements and border issues. Mann indicated that border issues could be addressed with a joint planning body (Township and Village) for site plan review. Enos noted that the new zoning district could have restricted uses, architectural standards, pedestrian access requirements, and landscaping requirements as well as additional standards. Mann indicated that there is 14 miles of frontage on M-52 and US-12 in the Township. Planning Commissioners discussed that access would not be off of M-52 but access would be off of a side street. Daubner inquired on the status of the 425 Agreement discussions. Mann indicated that they are reviewing a draft agreement and need to define the area that could be used for 425 Agreements.

G. NEW BUSINESS

1. Nancy Thelen – Washtenaw County MSU Extension

Thelen presented a certificate of completion and pin to Daubner and Stumpo for the Citizen Planner training. Thelen acknowledged the time spent in training – over 20 hours.

5. Reports of Committees:

a. SWWCOG:

Daubner updated the group on the following information presented at the 09/13/06 SWWCOG meeting:

- LIAA grant presentation – working on regional land use plans
- Wireless Washtenaw installed an antenna on the Village water tower

- Schools – new bus garage is complete
- Sharon Township – working on Township hall address issue
- Freedom Township – working on Purchase of Development Rights ordinance
- Village – rezoning of Byrnes/Lozelle property, proposed plan for Scully property, Mitchell property plans moving along, MDOT M-52 work for 2008, and elevator in the Village Hall

Mann outlined the financial commitment the Township made to the LIAA grant. Mann indicated that the Township will be working with the LIAA recommendations to bring ordinance in line with the SWWCOG regional plan. Mann indicated that the next six to nine months of SWWCOG meetings will be primarily working with LIAA. Mann indicated that the SWWCOG regional plan was approved and that the work will include zoning districts and matching up of border zoning.

b. Traffic:

None.

c. Township/Village Liaison

Daubner advised that no meeting had been held.

6. Correspondence

Daubner advised that the following items had been received:

- Land Division Application copy
- Planning and Zoning News
- Designing Healthy Livable Communities conference scheduled for 11/13/06
- Transit Plan for Washtenaw County meetings to be held 10/18/06, 10/19/06, and 11/01/06 in different surrounding communities
- SEMCOG conference on Context Sensitive Solutions: A Community Approach for Transportation Projects scheduled for 10/27/06
- WATS – The Vehicle publication
- ENP and Associates moving notice

Mann encouraged the Planning Commissioners to review the two zoning maps on the conference tables for accuracy. Mann indicated that corrections can be noted on the attached sheets. Planning Commissioners discussed the status of property around the Township. Mann indicated that the County website will soon have a page for addresses to be entered and a sample ballot can be printed.

F. UNFINISHED BUSINESS

1. Amendments to Section 16.19, Site Condominium Review

Enos and Siersma reviewed the 11-page Section 16.19 – Site Condominium Review. Enos noted that the Township wanted to ensure the site condominium language allowed for a good, thorough review. Enos indicated that a site condominium should not look any different than a traditional subdivision. Samonek discussed the site condominium process he has experienced in other

communities. Siersma indicated that changes were made to address limiting the amount of driveways on existing roads. Siersma reviewed the changes to the language. Enos discussed build-out scenarios for site condominium requests. Planning Commissioners discussed the assessment and tax structure for a site condominium. Enos advised that a master deed and by-laws are required under site condominium review. Enos indicated that the site condominium review includes a preliminary site review and a final site plan review. Enos indicated that they would send the revised language to the Township attorney right away as the Township attorney is retiring in November. Daubner inquired on the language under item 10 Reservation of Public Use Areas. Enos advised that the language applies to land set aside for the Township to purchase for a park or open space. Enos suggested setting up a public hearing after the Township attorney reviews the changes. Planning Commissioners discussed holding the public hearing at the 12/07/06 regular meeting. Motion was made by Samonek and seconded by Daubner to approve the public hearing on Section 16.19 – Site Condominium Review for the 12/07/06 regular meeting.

Voice vote: ayes all. Motion carried.

2. Temporary Sign Ordinance Review

Planning Commissioners discussed the need for review of the Temporary Sign ordinance. Planning Commissioners discussed the enforcement of the current ordinance or the opportunity to beef up the ordinance. Planning indicated they could draft a letter of concern regarding enforcement of the current ordinance. Kopka suggested tabling the agenda item pending input from Widmayer on the Township Board concerns.

H. COMMENTS FROM COMMISSION

Samonek inquired if there would be a quorum for the November regular meeting. Planning Commissioners discussed options for the meeting. Motion was made by Samonek and seconded by Stumpo to cancel the regular meeting for 11/02/06.

Voice vote: ayes all. Motion carried.

Daubner discussed the outdoor furnace display at the Aiuto property. Planning Commissioners discussed that the outdoor furnace display had been permitted under a manufactured hardware use. Enos discussed the current proposed property uses for the Aiuto property. Enos indicated that he would like to have Macomber interpret proposed uses to ascertain if the uses are allowable. Enos indicated if an applicant would like to appeal the decision by Macomber, then the applicant would apply to the Zoning Board of Appeals. Planning Commissioners discussed that the used car/mini-quad sales business had pulled their application. Enos advised that an auto supply store is looking at the same space. Planning Commissioners and Enos discussed the status of the housing market.

I. PUBLIC COMMENT

None.

J. NEXT MEETING

Next regular meeting – Thursday, 12/07/06 at 8:00 pm

K. ADJOURNMENT

Motion by Samonek and seconded by Stumpo to adjourn meeting at 9:12 pm.
Voice vote: ayes all. Motion carried.

Prepared by, Approved by,

Jennifer Crumb, MTPC Recording Secretary George Daubner, MTPC Secretary

Date