

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

**Regular Meeting Minutes Approved**  
**December 7, 2006**

**A. CALL TO ORDER**

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

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

Absent: Mark Neigebauer

Others Present: John Enos (Carlisle/Wortman), Paul Siersma (Carlisle/Wortman), Jesse O'Jack (Township Attorney), and Ron Mann (Township)

**B. APPROVAL OF AGENDA**

Planning Commissioners discussed adding a discussion of the Community Survey to G. Unfinished Business. Mann indicated that the Wireless Washtenaw announced the cost for the boxes were \$180.00 versus the previously announced lower price. Mann indicated that the free service will be 84K speed with prices for faster service beginning at \$35.00. Mann indicated that the 6-foot-tall antennas for Wireless Washtenaw will require power and are likely to be installed on barns, silos, and other outbuildings. Motion made by Samonek and seconded by Widmayer to approve the agenda as amended.

Voice vote: ayes all. Motion carried.

**C. APPROVAL OF MINUTES – October 5, 2006**

Motion made by Samonek and seconded by Widmayer to approve the 10/05/06 minutes as amended.

Voice vote: ayes all. Motion carried.

Kopka closed the regular meeting at 8:12 pm for the Public Hearing on Amendments to Section 16.19, Site Condominium Review.

**D. PUBLIC HEARING – Amendments to Section 16.19, Site Condominium Review**

Siersma reviewed the proposed amendments to Section 16.19, Site Condominium Review as outlined in the 15-page hand-out titled Proposed Amendments to the Manchester Township Zoning Ordinance dated 10/06/06. Siersma indicated that the proposed amendments address not allowing driveways off of a local roadway – eliminating the need to have many curb cuts off of a local roadway for a development. Siersma indicated that the language is proposed to be revised slightly regarding driveway access and an internal drive with a development. Siersma indicated that the former Township Attorney had reviewed and approved the proposed amendments. Mann

introduced O'Jack who is serving as the current Township Attorney. Mann confirmed that the number of internal drives is not limited so that developments would only have one access point. Siersma indicated that the proposed amendments to the language do not limit the number of internal drives. Kopka called for additional public comment. Daubner indicated that the amendments look good and the issues seem to be covered well. Samonek concurred.

Kopka closed the Public Hearing on Amendments to Section 16.19, Site Condominium Review at 8:18 pm and reopened the regular meeting.

Planning Commissioners discussed what the next step would be for the amendments. Planning Commissioners discussed that the amendments can be moved up to the Township Board. Enos indicated that the amendments are fairly straightforward and that the issue is included on the agenda under G. Unfinished Business.

## **E. PUBLIC COMMENT**

None.

## **F. REPORTS AND CORRESPONDENCE**

### **Reports**

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

None

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

Widmayer advised that the Board had discussed that the Planning Commission allowed for \$500 for the returned surveys of the recent Community Survey to be tabulated. Widmayer also indicated that the Beuerle annexation request had been discussed. Mann indicated that the Board indicated that the Township would not contest the annexation. Samonek inquired if the annexation could be put off so that a 425 Agreement could be used. Mann indicated that the 425 Agreement discussions between the Township and the Village are still in process. Planning Commissioners and Mann discussed that the annexation is proposed for Village water and sewer for a proposed car wash. Mann indicated that a Township and Village committee needs to be set up for the discussion of the areas of development in the Township where a 425 Agreement could be used. Widmayer advised that he has no report for the November Board meeting. Daubner indicated that any parcels adjoining the Township could be developed and request a 425 Agreement. Mann concurred. Enos indicated he has a draft map and template for the 425 Agreement. Enos agreed that a new review group needs to be setup with representation from the Township Board, Village Council, Township Planning Commission, and Village Planning Commission. Daubner inquired if there were additional advantages for the Township if a 425 Agreement is used. Planning Commissioners discussed that a 425 Agreement would allow for the Township to share the tax revenues if the Village becomes a City. Kopka updated the group on the status of the Village of Clinton and surrounding Townships.

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

Kopka advised that no meeting had been held.

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

Enos updated the group on the Highway Commercial discussion ongoing at the Village Planning Commission. Enos also indicated that the SWWCOG discussion on 425 Agreements was good. Enos advised that the Citizen Planner classes are available online and the Michigan Townships Association conference is coming up soon. Enos encouraged the Planning Commissioners to check with Mann on the status of training funds.

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

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

Daubner updated the group on the following information presented at the October SWWCOG meeting:

- SWWCOG - LIAA visioning took up a large portion of the meeting
- Village - Highway Commercial zoning was discussed, Downtown Development Authority (DDA) grant, 21008 M-52 improvements, and historic district work
- Freedom Township – working on extraction ordinance that has been approved by the Freedom Township attorney
- Schools – schools have reported a lower enrollment

Daubner indicated he had no report for the November meeting.

##### **b. Traffic:**

Planning Commissioners discussed removing the agenda item Traffic Report from the agenda permanently.

##### **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
- SEMCOG magazine
- Region 2 Transportation Planning memorandum

#### **G. UNFINISHED BUSINESS**

##### **1. Amendments to Section 16.19, Site Condominium Review**

Enos encouraged the Planning Commissioners to consider moving up the amendments to the Board. Motion made by Samonek and seconded by Daubner to recommend to the Township Board the approval of the amendments to Section 16.19, Site Condominium Review as reviewed by the past Township Attorney.

Voice vote: ayes all. Motion carried.

Mann requested a short memorandum to the Township Board explaining the recommendation on the amendments to Section 16.19, Site Condominium Review. Siersma indicated he would draft a copy and forward it to Ann Becketl.

## **2. Temporary Sign Ordinance Review**

Siersma requested clarification of the agenda item and if Carlisle/Wortman can assist in amendments to the current ordinance. Mann indicated that the review of the sign ordinance completed by Carlisle/Wortman was the result of issues with campaign, open house, and subdivision signs in use around the Township as well as on property maintained by the County Road Commission. Enos indicated that the current ordinance is good enough to cover temporary sign issues and that enforcement of the current ordinance is the key. Enos suggested that the Township could write a letter to the owners of signs that are not properly posted. Planning Commissioners, Enos, and Mann discussed past uses of roadside signs. Enos indicated he would talk to Carl Macomber to beef up the enforcement of the current ordinance.

## **3. Community Survey**

Mann reviewed the Manchester Township Community Survey – October 2006 survey results (9 pages – prepared by Mann). Mann encouraged Planning Commissioners to review the survey results and add a discussion of the survey results to a future agenda. Mann indicated that as a result of the survey, the Township will be adding a map of the Township to the website. Mann encouraged the Planning Commission to compare the results of the survey with the survey results from the 1992 survey to look for trends. Kopka suggested that roadside signs indicating the boundaries of the Township. Mann inquired what roads could receive the signs. Planning Commissioners discussed adding the signs to the paved roads. Mann indicated that the questions asking for rating items 1 through 5 were unclear which number should be used for the high priority (1 or 5). Mann indicated he would like to ask a more specific question regarding the funding of the Purchase of Development Rights issue. Mann indicated that the question to see if someone was interested in development of policies on issues did not encourage the survey participant to fill out a name at the end of the survey.

Mann indicated that an article on Township services appeared in the Brooklyn Exponent. Mann indicated that the editor/author of the article lives in the Township. Mann indicated that the article took the Township to task and that the editor/author indicated it was a cheap shot to the Township. Mann indicated he wrote a lengthy letter in response clearly defining the services the Township provides. Mann indicated the Brooklyn Exponent was considering publishing the response. Mann indicated that he would like to share the survey results with surrounding Townships, the Village, and the LIAA staff working with SWWCOG. Mann indicated he would like to make available to any interested party. Planning Commissioners concurred. Mann indicated he has the actual surveys separated by the Village and Township and a spreadsheet with the numbered returned surveys. Mann inquired how often the newsletter should occur. Planning Commissioners discussed twice a year and sent out with the tax bills.

## **H. NEW BUSINESS**

### **1. Highway Commercial Discussion**

Enos updated the group on the status of the Village rezoning request by Byrnes and Lozelle. Enos advised that as a result of discussing the rezoning request, the Village has proposed a new zoning classification, Highway Commercial, for typical commercial uses along roadways to service the motoring public. Enos indicated that the design standards in the proposed zoning are high and the new zoning could be a nice stepping stone for the Township. Enos discussed amending the Community Commercial zoning to incorporate elements of the Village Highway Commercial zoning. Enos indicated that the Village is reviewing the issue and if adopted, Enos will bring the zoning language to the Township for review. Planning Commissioners discussed the need to bring the growth boundary area and 425 Agreements to conclusion. Enos indicated he could have the Highway Commercial language as soon as January or February meetings. Daubner inquired if Highway Commercial zoning is being used by other communities. Enos indicated that the zoning has been successfully used in other communities. Enos indicated that the proposed language calls for limited curb cuts, landscaping standards, building design standards, and internal drives. Daubner inquired if the proposed portable barbeque use at the former K&W building would fall into this language. Enos indicated that it is not similar. Samonek indicated that if water and sewer are needed for development that an annexation to the Village would likely be requested. Enos indicated that the 425 Agreement could come into play for the Village services. Mann indicated that the Planning Commissioners should consider development on US-12 in their discussions. Enos indicated that he is not indicating to change the Community Commercial zoning. Enos indicated he likes the 20 acre minimum in Community Commercial zoning but that the design standards could be added. Enos encouraged the Planning Commission to consider the issue in 2007. Mann indicated that he is still interviewing for the open Planning Commission position.

### **I. COMMENTS FROM COMMISSION**

Stumpo indicated he is not receiving e-mails at this time.

Samonek indicated he attended a County Health Department meeting regarding community wastewater utility systems (CWUS) (onsite sewage systems). Samonek advised that the County was advocating a septic tank with drain field for small systems. Samonek advised that the County had no recommendations for larger system needs. Samonek advised that he will not be at the January regular meeting.

### **J. PUBLIC COMMENT**

O'Jack thanked the Planning Commissioners for the welcome and indicated that he believed that Township business is more about people. O'Jack updated the group on how long he has lived and worked in the community. O'Jack indicated that zoning enforcement can be far-reaching.

### **K. NEXT MEETING**

Next regular meeting – Thursday, 01/04/07 at 8:00 pm

**L. ADJOURNMENT**

Motion by Samonek and seconded by Stumpo to adjourn meeting at 9:33 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