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| <p style="text-align: center;"> YANKEE SPRINGS TOWNSHIP <u>PLANNING COMMISSION</u> Special Business Work Session Thursday, January 2, 2014 Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333 MINUTES </p> | <p> FINAL MINUTES Page 1 of 4 APPROVED:  Jan. 16, 2014 as presented </p> |
| <p>Meeting called to order at 7:00 PM by Chairman Frank Fiala.</p> <p><u>PLEDGE OF ALLEGIANCE</u></p> <p><u>Roll Call:</u> Present: Cunningham, Purcell, Strickland, Beukema, Wells, Campbell, and Fiala.</p> <p><u>Staff Present:</u> Zoning Administrator Larry Knowles, Mark Englerth.</p> <p><u>Visitors:</u> 1 (not including staff present)</p> | <p>CALL TO ORDER PLEDGE ROLL CALL</p> |
| <p>ADDITIONS OR CORRECTIONS TO AGENDA:</p> <p>Change: NO changes.</p> | <p>ADDITIONS TO AGENDA</p> <p>None.</p> |
| <p>PUBLIC COMMENT: None.</p> | <p>PUBLIC COMMENT: None.</p> |
| <p>APPROVAL OF MEETING MINUTES:</p> <p>Motion by G. Wells with support from Beukema to approve minutes of December 5, 2013 meeting as presented. All ayes. MOTION CARRIED.</p> | <p>APPROVAL OF MEETING MINUTES</p> <p>Minutes of December 5, 2013 approved.</p> |
| <p><u>NEW BUSINESS:</u></p> <p><u>SEU 13-12-07: Parcel ID 070-039-00.</u> A request by Sherwood Custom Homes, LLC, for John Kozlowski to construct an accessory building on property, which is bisected by a road, located at 3298 Elmwood Beach Dr. Zoning Article XII, Sec. 12.7-4.,b.</p> <p>Discussion took place regarding the character of other accessory buildings in the neighborhood, the features of the lot (front and back sides being on lakefront), and the neighbors to the north and south having no objections to the project.</p> <p>Public hearing was open at 7:05 p.m.</p> <p>John Kozlowski commented that his purpose for the accessory building was to keep boats and other items from sitting out in the yard. The west side of the lot will be the primary residence. The east side will be where the accessory building is proposed to be built. The property was purchased by Kozlowski in November of 2013. Kozlowski mentioned that he went to his neighbors to the south and north. There were no objections.</p> | <p><u>NEW BUSINESS</u></p> |

NEW BUSINESS: cont'd

Motion by Purcell with support from B. Campbell to move to approve SEU 13-12-07 Accessory Building, J. Kozlowski, at 3298 Elmwood Beach Dr., Middleville. ROLL CALL: Beukema: yes, Purcell: yes, Fiala: yes, Strickland: yes, Cunningham: yes, Wells: yes, Campbell: yes. Yes: 7, No: 0. MOTION CARRIED.

Zoning Administrator, Larry Knowles asked for clarification regarding a property line adjustment on two adjoining lots. The situation involves a house to be taken down and a house from the second lot to be moved in its place (on the first lot). Another home would be built on the second lot. The Planning Commission discussed the matter and Knowles was advised to consult township legal counsel and then have the matter brought to the township board for its approval.

L. Knowles mentioned another item regarding zoning. This item was brought to Knowles' attention while working with the township assessor. The Planning Commission noted that the proper adjustment will be made.

OLD BUSINESS:

Fiala commented that Gateway signage and regular signage still remain a high priority for the Planning Commission.

The strategy for working on Article XII, was something that Fiala requested the focus to be on at this point in the meeting. Fiala hoped to name 10 to 12 issues regarding Article XII and then prioritize them. In the near future, Fiala would like to have a panel of four to five noted individuals with experience in Planning and Zoning to come before the PC in the format of a panel. The objective of this would be for panel members to offer guidance and expertise to the PC members. After this step, the PC would bring items to the board for approval.

Fiala asked PC members for "**Big Picture**" items or broad issues to list as priorities for the PC to deal with in Article XII. Items were listed on the whiteboard as follows:

- **Lot Coverage** - RLF (Residential Lakefront) and RSF (Residential Single Family).
- **Lot Size** -
- **Non-conforming** - (> 50%)
- **Residential Structure** - (Height maximum allowed and number of stories).
- **Granny Flats** - (720 sq. feet - first floor)
- **Outbuildings** - (Maximum sq. foot size & height)
- **Fences & Decks** - (Less than 18 inches)
- **Sideline setbacks** - (10%)
- **Lots, Parcels, Plat books vs. Warranty deeds** -
- **Lakefront setbacks** -
- **Outdoor wood burners**
- **Sheds & Boat houses** - (in front yards)
- **Signs** - (setbacks, height, electronic, LED, non-conforming, gateway)

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APPROVED: 

Motion to approve request of J. Kozlowski, 3298 Elmwood Beach for accessory building. Motion Carried.

OLD BUSINESS

L. Knowles, ZA, commented that “lakefront setbacks” is an issue he hears about all the time. It seems to be the consensus that most people want to be closer to the lake. Discussion occurred regarding direction of riparian rights of view of the water (side view vs. straight ahead). Also briefly discussed was adjusting the formula for determining lakefront setbacks.

Greg Purcell complimented Larry Knowles, ZA on taking initiative to bring items before the PC for clarification. For example, earlier in tonight’s meeting, Knowles asked for clarification on two separate items. Also, Purcell has heard positive comments from residents regarding Knowles’ courteous and respectful manner in dealing with those living within the township. Purcell commented that the PC is made aware of what the Zoning Administrator and zoning office is dealing with when L. Knowles shares information and asks for direction/clarification from the PC. It was noted that the Zoning office staff with M. Englerth makes a good team.

Cathy Strickland, Larry Knowles, Mark Englerth and Frank Fiala will be involved in selecting and contacting individuals with P & Z experience to sit on the panel that is to come before the PC in the near future. It was suggested that a copy of Article XII will be given to those on the panel in preparation for its meeting (with PC members).

Fiala mentioned having a professional planner come in after the PC had focused on particular items of Article XII and have taken a cut at them.

Purcell mentioned that he’d like to see the PC more pro-active and get “up front” dialog and input from the community, such as from the GLIB for example. M. Englerth supported Purcell’s comments as well and added that the township is striving to work toward the goals of :

- **Marketing** – Getting community involvement and improving public relations with the township residents and business owners. For an example, special thank you notes have been obtained and have been used in recent township transactions with business owners and residents.
- **Enforcement** – Currently enforcement is complaint driven. Englerth feels that the township has to determine what level of enforcement it wants. It needs to determine if more assistance is needed, and if so, what other options should be utilized. Fiala feels that current enforcement is working, but wonders if those involved will get burned out. Englerth mentioned other avenues that can be taken, but the township has to decide which level of enforcement is needed. Englerth mentioned that cooperation with residents, going along side of enforcement, has been very effective. Having a log of complaints was mentioned (to keep PC members informed). Englerth commented that some complaints are very sensitive in nature, and the privacy of residents has to be considered (in some cases).



Other Business:

Whispering Pines status was briefly discussed.

Joint Meeting Plans with the Board of Trustees, ZBA, and PC:

Discussion occurred regarding the importance of getting together for a joint meeting as soon as possible. The following dates were considered as possibilities:

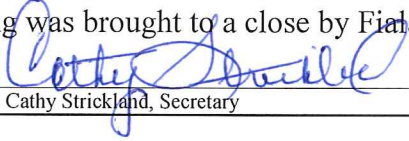
Tuesday, January 21st or Thursday, January 23rd.

It was mentioned that possibly Mary Cook and Bruce Campbell should switch roles on the ZBA and PC. This is something to be discussed in the near future.

A **Rural Task Force Meeting** will be held next Tuesday, January 7th. C. Strickland will be attending. This meeting will pertain to the federal aid funds for rural federal routes.

ADJOURNMENT

The meeting was brought to a close by Fiana, PC Chairman, at 9:20 p.m.

Approved by: 
Cathy Strickland, Secretary Date _____

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APPROVED: 

OTHER BUSINESS

ADJOURNMENT

Deb Mousseau
Recording Secretary
January 2, 2014