

APPROVED 4-9-14

Regular Meeting of the Casco Township Planning Commission

March 5, 2014 - 7:00 PM

MEMBERS PRESENT: Bruce Barker, Daniel Fleming, Lewis Adamson, David Campbell, and Judy Graff

ABSENT: Dian Liepe and Paul Macyauski were excused

STAFF PRESENT: Susan West, Recording Secretary

ALSO PRESENT: Alfred Ellingsen, Zoning Administrator

- 1. Call to Order and review of agenda.** Meeting was called to order at 7:00 pm. There were no changes to the agenda.
- 2. Approval of minutes of 2/5/14 regular meeting & 2/8/14 Special Joint Meeting:** Motion by Fleming, supported by Campbell to approve the Minutes of the February 5, 2014 Regular Meeting as written. All in favor, MSC. Motion by Fleming, supported by Campbell to approve the Minutes of the February 8, 2014 Special Joint Meeting as written. All in favor, MSC.

Chairman Barker reported that Fleming brought to his attention that there were amendments missing from the revised Zoning Ordinance Book. Chairman Barker asked that all copies be returned for correction. Alfred Ellingsen and Patrick Hudson will get a final, complete version to Attorney Bultje for review.

Graff asked how amendments should be handled in the future to insure that none are left out of the Zoning Ordinance Book. Ellingsen stated that Saugatuck Township hired a company to keep their Ordinance Book up-to-date and he believes this would be a more efficient way for Casco Township as well. Chairman Barker asked Ellingsen to get an estimate on how much it would cost Casco Township for this service. He also asked Ellingsen to prepare a procedure/checklist to be used in the future, identifying all steps to be followed in making amendments and who is responsible for each step's completion.

Campbell asked how do we know if the final copy of the Zoning Ordinance Book will include all the changes the Planning Commission has made to date. Ellingsen stated that he will make sure it does.

Chairman Barker stated that he hopes final copies of the new book will be available a week prior to the April 9, 2014 Regular Meeting for everyone's review.

Graff stated that she believes that in the future, the Zoning Ordinance Book should be updated as Amendments are passed so that everyone has up-to-date copies to work with. Chairman Barker agreed.

- 3. Report from the Township Board Representative** – Graff stated that she attended the March 1, 2014 meeting regarding policing. There were 11 people in attendance from the public. A polling of those 11 people regarding who believes that additional policing is needed and who would be willing to pay for same, was about half and half. There will be another meeting on March 22, 2014. A decision on this matter will be made by the April, 2014 Board Meeting so that in the event it is decided to proceed with the matter, a millage can be put on the August ballot to insure sufficient time to have the millage on the next tax bill, if same passes.
- 4. Report from the ZBA representative** – No Report
- 5. Report from Water/Sewer representative** - Adamson reported as follows:
 - A. A bond payment was just made and next month's should be made with no problem. There have been 22 water and 28 sewer hook-ups (only 17 of each were needed).
 - B. A lot of infiltration (rain water getting into the system) has been found and needs to be fixed.
 - C. The lawsuit from Lake Bluff Motel is still proceeding.
 - D. Miami Park is almost all hooked-up.
 - E. Aldi's will help a lot next year. It is not yet known how many hook-ups they will need.
 - F. Graff inquired as to the status of those mandatory hook-ups that need letters. Adamson stated that he does not have an update, but does believe that all letters have already been sent out. Graff asked what will happen to those who ignore the letters. Adamson answered that liens would be put on their property.
- 6. Resolutions requiring Planning Commission action:** None
- 7. New Business-Maps-Zoning Ordinance & Master Plan:** Chairman Barker stated that we are waiting on the revised Zoning Ordinance Book to pass.
- 8. Old Business: Review of Annual Planning Meeting:**
 - A. Fleming stated that the presentation on the Blue Star Trail seemed to take over a good portion of the meeting. Chairman Barker stated that Allan Overhiser asked that Jeanne Van Zoeren be given this time to present an update on this project.
 - B. Chairman Barker asked if anyone had any thoughts on alternative dates for this meeting that would increase attendance, ie: during the summer. Graff stated that by February, the various committees have elected or re-elected their members.
- 9. Public Comment:** none

Chairman Barker asked for comments from the Commissioners.

A. Fleming stated that the wording under the Cottage Industry section in the Zoning Ordinance Book needs to be looked at. The list of businesses included businesses such as bee keeping, but then later states that the business be done in a dwelling.

B. Chairman Barker stated that he received a letter/brochure from MI Place and that he would make a call to get more information.

Motion to adjourn by Graff, 2nd by Campbell. All in favor, MSC. Meeting adjourned at 8:02 pm

Minutes prepared by Susan West, Recording Secretary

Next Meeting: Regular Meeting on April 9, 2014 at 7:00 pm