

CHARTER TOWNSHIP OF MONITOR
REGULAR PLANNING COMMISSION MEETING
September 4, 2012

The meeting was called to order by Chairman J. Bellor at 7:00 p.m.

Pledge of Allegiance recited.

Members present: J. Bellor C. Hoyle, J. Frank, B. Campbell, D. Darland, E. Arnold, M. Morin
Members absent: None
Also present: R. Sheppard, Planning Attorney, M. Gradis, Planner

Motion by Campbell seconded by Frank to adopt the agenda as presented.

Motion carried.

Motion by Hoyle seconded by Morin to approve the minutes of the August 8, 2012 regular meeting as presented.

Motion carried.

Public Input/ Comment

Chairman Bellor opened and closed public comment at 7: 03 p.m. with no public present to speak.

Items for Consideration

Proposed Zoning Ordinance Amendment, Modification of Section 3.29

Planner Gradis reviewed Section 3.29, the Board Memo dated 8-13-12, and the McKenna Memo of 8-23-12. The amendment included two sections: The first being dimensional requirements and the second being foundational requirements. This segment was renamed 'Residential Design Standards'.

Arnold reviewed comments from the Board of Trustees. Dimensions were good. He questioned why square footage couldn't be larger. Why do 'mobile homes' need to be mentioned? Planner Gradis said he thought we wanted to be very clear that even mobile homes are included within these provisions.

Sheppard then suggested language that mentions that *all* homes must be securely anchored to a foundation, crawl space or slab, etc. with a minimum square footage of 1000 sq. ft.

Much discussion.

Hoyle moved to refer the Residential Design Standards for Homes Section 3.29 to the Board for further review and table until next month. Supported by Frank. Motion carried.

Motion by Campbell to move out of the regular order of business supported by Hoyle. Motion carried.

Bayfield Reports

Greg Saxton from J.E. Johnson was present for Bayfield Assisted Living Facility and brought copies of items that were listed as issues in the McKenna Letter of August 24, 2012, and the Kibbe letter of August 23, 2012.

1. Lot split is finalized. Packet #1 documenting that process.
2. Detention basin easement agreement was submitted in draft form which was approved and signed on August 4, 2012. He said the calculations came out good for the existing detention basin.

Attorney Sheppard noted in regard to Item #2 that there still needs to be a Drain Commission approval or Township Engineer review of the calculations or some confirmation that the pond as built or as proposed to be built will actually hold all of the storm water run-off. He referred the easement draft to Township Attorney Austin and to Jay Wheeler of Kibbe & Associates, the Township Engineer.

Also, the supervisor is always the first one to be called if there is a problem with a detention basin. In the past, we have required that the Township get access easements in order to do the maintenance without costing the Township and that is where the special assessment comes in. That will have to be decided by the Township Attorney and a copy of his opinion will need to be received. The newer subdivisions in the Township have special assessments for both drainage and street lighting.

3. Landscape—new prints meet requirements.
4. Planner Gradis asked about a more extensive landscape plan that has not been designed yet. Mr. Saxton is concerned about not receiving an occupancy permit if landscaping plan is not done. He referred to the McKenna letter “bond” issue. Saxton said that the minimum landscape requirements will be met.
5. There is no sign plan as yet, but that can be done administratively.
6. Letters from the Fire Chief and the Drain Commission were received.

Kibbe Letter

Saxton noted that the only issues were with #5, #7, and #8. There were some conflicts in the drawings that were provided by the architect. They will make an easement over the 10” pipe after the property is conveyed to the operating entity.

Drawing on P1 is going to be fixed.

#7 Gutters and Downspouts will be shown on the drawings and taken care of with the building official.

#8 Road Commission approval brought.

They discussed the letter from the Fire Chief regarding a road circling the building. The access road will be installed at the end of Phase II and III. Fire Chief and developer have reached an agreement by installing three standpipes at the front of the building that the trucks can access for additional pumping.

Saxton said that they had already received the SESC (Soil Erosion Sedimentation Control) so they can begin to clean some of the drainage ditches and detention pond within the next week.

Frank suggested they check the elevation levels because of flooding at Wade Trim across the street during a large storm a month ago.

Arnold clarified with Saxton that getting a special assessment district would not be an issue for the detention basin if that is what our attorney requests.

There was much discussion regarding the sewer lines. Arnold noted that Township Ordinance will not allow a tie-in to a private sewer line.

Motion by Hoyle supported by Campbell to give final conditional approval for Bayfield Assisted Living Facility (09-100-012-300-090-03) with the five listed issues being met within thirty (30) days of issuance of a building permit.

- 1. A drainage easement to the township**
- 2. A special assessment district for drainage**
- 3. A 10" sewer easement or relocate line to public sewer on Monitor Rd.**
- 4. Modification to the print regarding gutters, downspouts and drainage away from the building as directed by the building official.**
- 5. Final Conforming prints be filed upon resolution of items 1-4.**

Items 1, 2, and 3 are at the direction of the Township Attorney and the Township Board.

Roll call vote:

Yes: Arnold, Campbell, Darland, Frank, Hoyle, Morin

No: Bellor

Absent: None

Motion carried.

Motion by Frank supported by Darland to return to regular order of business. Motion carried.

Sign Ordinance Amendment

Planner Gradis noted that several changes were made to the proposed ordinance based on comments from the Board in their memo dated 8-29-12. The Township Board agreed to copy changes every 10 seconds.

Discussion regarding signs.

Motion by Frank supported by Hoyle to send the revised sign ordinance back to the Township Board for review before public hearing. Motion carried.

Communications

Motion by Campbell supported by Morin to accept Communications.

Motion by Hoyle supported by Morin to adjourn.

Motion carried. Meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Dan Darland
Secretary

DD/jw