

MINUTES OF THE 531ST REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JANUARY 18, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Goodman in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Tom Neil, Julie Nixon, Rick Kleinschmidt, Kay Stremler, George Goodman

WTPC Members Absent: Paul Zalucha,

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Connie Savander, and Brandon Rauch

I. Approval of Agenda: Kay Stremler moved, 2nd by Julie Nixon, to add an agenda item to elect a Vice-Chairperson to complete the term through the next meeting. Motion carried. Kay Stremler moved, 2nd by Tom Neil, to approve the agenda as amended to add point 5 A. The Commissioners voted to approve the amended agenda and it was carried unanimously.

II. Approval of December 21, 2022 Minutes: Julie Nixon moved, 2nd by John Westman, to accept the minutes of December 21, 2022. Motion carried.

III. Election of Vice-Chairperson per our By-laws. Motion by Kay Stremler, 2nd by John Westman, to nominate Tom Neil as Vice-Chair for January and February. Tom Neil accepted the nomination, and a roll call vote was taken. It carried unanimously.

IV. Township Board Report: As all Commissioners had attended the Board meeting John Westman said his report was not necessary.

V. Zoning Administrator Report: Given by Sri Komaragiri. As requested she will provide the Commissioners with a copy of the 2019 Master Plan Survey regarding dwelling units for our next meeting.

VI. ZBA Report: Given by Rick Kleinschmidt

VII. PDR Report: Given by John Westman.

VIII. Public Participation: Brandon Rauch asked the Commissioners to amend the Zoning Ordinance side yard setback requirements, for narrow lots in the Ag District, so he can build a detached accessory structure with possibly a 10-15 foot setback on one side and with 60 feet total side yard setback. Then his proposed accessory structure would not need to be in the middle of his yard.

IX. Keeping of Animals Section 13.25.

A. The Commissioners agreed to the following adjustments as outlined by Sri Komaragiri:

1) In E(2) replace 13.25.E.(4).a through i., with 13.25 E.(3). i-vii.

2) In E (3) iii. add "Only" when kept for meat ...

3) In E (3) v. revise 4-H to allow 2 livestock per lot on 0-1.99 acres and other animals allowed as listed in Section 13.25 E 3 ii - vii.

4) In F (3) i replace the minimum 50 foot setback between a front yard animal shelter and neighboring residents with 90 foot in the Ag District, 60 foot in the R-1 District and 50 feet in the R-2 and R-3 Districts. Also update the drawing.

5) be consistent when listing zoning districts where certain animals are not permitted (i.e. R2 and R3 Roosters)

B. Kay Stremler moved, 2nd by Julie Nixon, to set a public hearing for Section 13.25 Keeping of Animals Ordinance with revisions described by the Zoning Administrator for March 22, 2023. A roll call vote was taken, and it carried unanimously.

X. Section 13.165 Swimming Pools (22-ZTA-03): The Commissioners reviewed the proposed draft for Swimming Pools, Hot Tubs and Spas. Motion by Tom Neil, 2nd by Kay Stremler, in the matter of Text Amendment (22-ZTA-03) to set a public hearing for February 22, 2023 to amend the Zoning Ordinance Section 13.165, Swimming Pools based on the draft presented. A roll call vote was taken, and it carried unanimously.

XI. Section 6.10 B(5) ZBA Effect of Approval (22-ZTA-01): As there have been no changes since June 2022 Kay Stremler moved, 2nd by Julie Nixon, to schedule a public hearing on February 22, 2023 for Section 6.10 (B) (5) Effect of Approval. A roll call vote was taken, and it carried unanimously.

XII. Article 16 Environmental Regulations (22-ZTA-01): The Sub-Committee will meet again tomorrow. The Sub-Committee will clarify Article 16 per the ZBA/BOT request. As major revisions to Article 16 are a lower priority on the Master Plan Implementation Matrix than Stormwater Management these will be postponed.

XIII. Next Meeting Agenda: Public Hearings for Section 13.165 Swimming Pools and Section 6.10 ZBA approval; Article 16; Accessory dwelling units; Stormwater Management; Officer Election

XIV: Public Comment: None

XV: Informational Items: For future Planning Commission meetings the Commissioners proposed adding a Zoning Enforcement Report to our agenda and shortening items in the Township Board Report by adding the draft meeting minutes, and possibly adjusting the By Laws 10 pm closing vote time to 9 pm.

XVI. Julie Nixon moved, 2nd by Kay Stremler, to adjourn the meeting. Motion carried. The meeting adjourned at 8:30 pm.

Public Hearing: Wednesday, February 22, 2023 at 7 pm
Regular Meeting: Wednesday, February 22, 2023 at 7 pm

Respectfully Submitted,

Kay Stremler, Secretary

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

“All documents from the Planning Commission meeting are available from the Township upon request”.

MINUTES OF THE 532ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MARCH 01, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Goodman in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: Tom Neil, Julie Nixon, Rick Kleinschmidt, George Goodman, John Westman. Absent: Paul Zalucha, Kay Stremler, and Recording Secretary Martha Zeeb.

Also Present: John Kingsley, Sri Komaragiri, Brendan Walsh, Scott Betzoldt, Dave Swanson, Donna Whitney and 2 citizens.

- I. Approval of Agenda: Rick Kleinschmidt moved, 2nd by Julie Nixon, to approve the agenda as presented. Motion carried.
- II. Election of Officers
 - Julie Nixon moved, 2nd by George Goodman, to nominate Tom Neil as Planning Commission Chairperson. Neil accepted the nomination, and a roll call vote was taken. It carried unanimously.
 - Tom Neil moved, 2nd by Julie Nixon, to nominate George Goodman as Planning Commission Vice Chairperson. Goodman accepted the nomination, and a roll call vote was taken. It carried unanimously.
 - Tom Neil moved, 2nd by Julie Nixon, to nominate Kay Stremler as Planning Commission Secretary. Stremler accepted the nomination via email, and a roll call vote was taken. It carried unanimously.
- III. Approval of January 18, 2023 Minutes: Tom Neil moved, 2nd by Rick Kleinschmidt, to accept the minutes of January 18, 2023 as presented. Motion carried.
- IV. Township Board Report: Tabled. Member Westman was running late. Update given at XVII: Informational Items.
- V. Zoning Administrator Report and Zoning Enforcement Report: Given by Sri Komaragiri.
- VI. ZBA Report: No report, have not met.
- VII. PDR Report: Tabled. Member Westman was running late. Update given at XVII: Informational Items.
- VIII. Public Participation: None

OLD BUSINESS

- IX. Zoning Ordinance Draft Discussion: Article 16 Environmental Regulations (22-ZTA-04)
Chairperson George Goodman shared comments from member Kay Stremler's e-mail. Planner Sri Komaragiri went over the draft by each section to gather input from the Planning Commission. The Planning Commission asked her to include the revisions suggested by Kay Stremler. No other revisions were recommended.

In the matter of Text Amendment 22-ZTA-04, Julie Nixon moved, 2nd by Tom Neil, to set a public hearing on March 22, 2023 at 7:00 p.m. for the proposed amendment to section 2.2, section 16.05, section 16.20 and multiple sections of Article 9 of Webster Township Zoning Ordinance based on the draft as presented with changes as summarized by the Township Planner at tonight's meeting. A roll call vote was taken. It carried unanimously.

NEW BUSINESS

X. Approval of 2023 Meeting Schedule

Rick Kleinschmidt moved, 2nd by Julie Nixon, to approve the 2023 Planning Commission meeting schedule. A roll call vote was taken. It carried unanimously.

XI. Set Public Hearing: St. Joseph Catholic Church Phase 2 Site Plan & Special Land Use Amendment (23-SP-0001)

Father Brendan Walsh, applicant; Scott Betzoldt, engineer of Midwestern Consulting; and Dave Swanson, architect from Swanson Design Studios each spoke and answered questions from the Planning Commission. Planner Sri Komaragiri emphasized that tonight's discussion should be on whether the application and related materials are complete. Applicant father Brendan Walsh introduced the project. He said that the current phase 2 includes administration offices, religious education classrooms and a multipurpose room with a kitchen. He also mentioned that parking is planned knowing that the sanctuary and multipurpose rooms will never be used at the same time. He then referred to his project Engineer Scott Betzoldt to address pending comments. The Planning Commission indicated that lighting is a top concern for neighboring residents and will be reviewed in detail at the time of the plan review. Engineer Scott Betzoldt indicated that the lights will be on timers and set to dim automatically. Existing grown vegetation and the shields on fixtures reduce the light spill. They indicated that they have all of the required county approvals for the final site plan. The Planning Commission discussed a special meeting date to hold a public hearing based on the applicant's request.

In the matter of Text Amendment 23-SP-0001, Julie Nixon moved, 2nd Tom Neil to set a public hearing for April 5, 2023 at 7:00 p.m. to hold a public hearing and consider the applicant's request for approval of a Special Use amendment, Preliminary Site Plan and Final Site Plan for St. Joseph Catholic church, based on the information provided at tonight's meeting. A roll call vote was taken. It carried unanimously.

DISCUSSION ITEMS

XII. Zoning Ordinance Draft Discussion: This discussion item will be a Public Hearing agenda item at the March 22, 2023 Planning Commission meeting.

XIII. Accessory Dwelling Units: This discussion item will be a New Business agenda item at the April 19, 2023 Planning Commission meeting.

XIV. PC By-laws amendment – George Goodman requests PC By-laws amendment be a New Business agenda item for the March 22, 2023 Planning Commission meeting to discuss adjusting the current meeting time of 7:00 - 10:00 p.m.

XV: Next Meeting Agenda:

- March 22, 2023 - Regular Planning Commission meeting and Public Hearing for the proposed amendment to section 2.2, section 16.05, section 16.20 and multiple sections of Article 9 of Webster Township Zoning Ordinance.
- April 5, 2023 – Special Meeting Public Hearing for St. Joseph church Phase 2 Special Use amendment, Preliminary Site Plan and Final Site Plan.
- April 19, 2023 Regular Planning Commission meeting.

XVI: Public Participation:

Peter Stevens, 7500 Trotters Lane spoke of tiny homes and of having the township work with farmers.

XVII: Informational Items:

John Westman gave an update that PDR had closed on the Gregory Rd property.

Sri Komaragiri indicated that a copy of the Township Board meeting minutes is available online.

Sri Komaragiri stated that hard copies and online forms are now available to keep track of required Planning Commissioners training hours.

Tom Neil asked about a May 2022 annual report summary that was sent to the Planning Commission.

XVIII: Adjournment:

Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn the meeting at 8:07 p.m. Motion carried.

Respectfully Submitted, Kay Stremmer, Secretary

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

All documents from the Planning Commission meeting are available from the Township upon request.

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MINUTES OF THE 533RD REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MARCH 22, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Rick Kleinschmidt, Julie Nixon

Members Absent: None

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Charles Estleman, Jennifer Simonds, Branden Rauch, Peter Stevens and 2 residents

- I. Approval of Agenda: John Westman moved, 2nd by George Goodman, to approve tonight's agenda as presented. Motion carried.
- II. Minutes of March 1, 2023 Regular Meeting: George Goodman moved, 2nd by Julie Nixon, to accept the minutes with correction of deleting the gobelegook at the end. Motion carried.
- III. Public Participation: Peter Stevens discussed the need for tiny homes affordable housing in the Township with less sprawling. He is working with Washtenaw Engineering to make a project site plan for an Open Space Preservation Community Special Land Use Permit on their farm. The Township could adopt language in the Zoning Ordinance to allow tiny houses. Sri Komaragiri said she would bring more data to the Commissioner's April 19th meeting.
- IV. Township Planner & Zoning Administrator Report: Given by Sri Komaragiri
- V. Township Board Report: Given by John Westman
- VI. ZBA Report: Given by Rick Kleinschmidt
- VII. PDR Report: Given by John Westman
- VIII Public Hearing Zoning Ordinance Text Amendments:
 - A. Section 6.10 B ZBA Effect of Approval (22-ZTA-01) opened at 7:15 pm
 1. Sri Komaragiri explained that commercial variances may need more than 180 days to work on a project. This change would allow the Zoning Administrator to give a 180 day extension if needed.
 2. Tom Neil opened the Public Hearing for Comments from the Public: None, so he closed the Public Comment portion
 3. The Commissioners reviewed Section 6.10 B. Sri Komaragiri will add items 7, 8, 9, 10 as renumbered with no change in text.
 4. Kay Stremler stated in the matter of Text Amendment 22-ZTA-01, motion to recommend to the Township Board to adopt the proposed amendment to Section 6.10 B of Article 6 of Webster Township Zoning Ordinance, based on the draft as presented at tonight's meeting with addition noted at tonight's meeting, I move that we do this. This was 2nd by George Goodman. A roll call vote was taken, and it was carried unanimously.
 5. The Public Hearing was closed at 7:20 pm.
 - B. Section 13.165 Swimming Pools (22-ZTA-03) opened at 7:20 pm
 1. Sri Komaragiri stated this update will replace the existing Section 13.165. It will allow automatic pool covers inside a fenced in area and update the Building Code reference.
 2. Tom Neil opened the Public Hearing for Comments from the Public: None, so he

closed the Public Comment portion.

3. The Commissioners restated the first sentence to “The following regulations shall apply to any pool, hot tub and spa that is more”
4. The Commissioners removed “certificate of” from (1) in the proposed draft and removed a “shall comply” just before ‘with setback’ in (2).
5. Paul Zalucha moved In the matter of Text Amendment 22-ZTA-03, motion to recommend to the Township Board to adopt the proposed amendment to Section 13.165, Article 13 of Webster Township Zoning Ordinance, by the Township Board based on the draft presented with changes as summarized by the Township Planner at tonight’s meeting. This was 2nd by Julie Nixon. A roll call vote was taken, and it was carried unanimously.
6. The Public Hearing was closed at 7:24 pm.

C. Section 13.25 Keeping of Animals (22-ZTA-02) Opened at 7:24 pm

1. Tom Neil opened the Public Hearing for Comments from the Public: None, so he closed the Public Comment portion
2. Sri Komaragiri explained that items in red were added after the last Commissioner Meeting when talking to residents. Item E (1) change is to clarify that these regulations are for noncommercial uses in Ag and Residential Districts and keeping of animals is not permitted in other Districts.
3. The Commissioners made several adjustments to Section 13.25 including:
 - a. In Item 13.25 B 2 replace 13.25 F with 13.25 C
 - b. Removing item 13.25 B vi Farm Operation: Animals (sec 2.10 definitions)
 - c. In item 13.25 D 2 i add “also” after “shall”
 - d. Replacing “reserved” with “used” in item 13.25 D 4 iii
 - e. In Item 13.25 E 3 iii it shall state “Permitted only when kept for meat production or reproduction. Lot area and maximum number are subject to maximum densities for ‘Domestic Animals’ listed in subsection 13.25 E (3) ii.
 - f. In Item 13.25 E v for 1-1.99 acre it shall state “2 maximum small or large livestock; Other animals as noted in section 13.25 E (3) i thru iv”. In 2 or more acres will state “As noted in section 13.25 E (3). I thru iv”
4. George Goodman moved In the matter of Text Amendment 22-ZTA-02, motion to recommend to the Township Board to adopt the proposed amendment to Section 13.25, Keeping of Animals, Article 13 of Webster Township Zoning Ordinance, by the Township Board based on the draft as presented with changes as summarized by the Township Planner at tonight’s meeting. This was 2nd by Paul Zalucha and a roll call vote was taken. It carried unanimously.
5. The Public Hearing closed at 8:00 pm

IX. PC By-laws amendment

- A. The Commissioners discussed the proposed changes to Section 4: Training/Continuing Education to track hours spent. In item B “Commission” will become “Commissioners”.
- B. Many revisions were proposed to Section 5: Ethics Policy, at the lawyer’s suggestion, regarding a procedure when there is an apparent conflict of interest. The Commissioners discussed and in item f removed “casing” and replaced it with “casting”, also they removed “provided” and replaced it with “determined”. Sri Komaragiri will ask the attorney how to word item f.
- C. In Section 6: Meetings at the end of Part G the Commissioners wanted “All members,

including ex officio members, and the Chairperson, shall vote on all matters, unless a member has a conflict of interest. The Chairperson shall vote last.” will be added to the end of new item 2 in Part G.

- D. In Section 10: Amendments the Commissioners replaced “a preceding regular meeting” with “the next regular meeting”.
- E. The Commissioners wanted a date line for each signature in Certification.
- F. In Section 2: Officers
 - 1. Item 6 bottom line the Commissioners wanted to replace “Township Board” with “Zoning Board of Appeals”.
 - 2. In Item 7 the Commissioners replace “one (1) month” with “45 days” as is standard and to give the Township Board more time.
- G. Kay Stremmer made a motion, 2nd by Julie Nixon, to review a revised draft at the next meeting with changes discussed at this meeting. A roll call vote was taken, and it carried unanimously.

X. Article 16.20 Surface Water Protection Area

- A. Sri Komaragiri explained that the Public Notice for a Public Hearing has been sent to the newspaper and the changes in blue were made after talking to Paul Zalucha.
- B. After review and discussion, the Commissioners decided the sub-committee could look at it again and then bring it to the April 19, 2023 meeting for the Public Hearing.

XI. Minimum setbacks for Detached Accessory Structures in the Ag District:

- A. Sri Komaragiri explained we have received a request from a citizen to look at the 30-foot set back requirement as he would like smaller setbacks.
- B. Paul Zalucha asked what was the reason for a change, as Webster’s setbacks are similar to other municipalities. Sri Komaragiri did not see a strong reason.

XII. Next Meeting Agenda:

- A. April 5, 2023: Site Plan Public Hearing for St. Joseph Catholic Church; Annual Report for Webster Township Board
- B. April 19, 2023: Public Hearing for Article 16; ByLaws; Annual Report for Webster Township Board; Tiny Homes; Stormwater Management.

XIII. Comments from the Public: John Kingsley gave a report

XIV. Paul Zalucha moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 9:15 pm.

NEXT MEETING DATE:

Special Meeting: April 5, 2023 at 7:00 p.m.
Regular Meeting: April 19, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

TK:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

All documents from the Planning Commission meeting are available from the Township upon request.

MINUTES OF THE 534TH SPECIAL MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 5, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Rick Kleinschmidt, Julie Nixon

Members Absent: John Westman

Also Present: John Kingsley, John Scharf, Sri Komaragiri, Jennifer Simonds, Connie Savander, Donna Whitney, Brendan Walsh, Scott Betzoldt, Dave Swanson, Brian Louwerse, and 105 residents

I. Approval of Agenda: Paul Zalucha moved, 2nd by George Goodman, to approve tonight's agenda as presented. Motion carried.

II. Public Participation: None

III. Township Planner & Zoning Administrator Comments: Given by Sri Komaragiri
Seasonal Agri-tourism: Intent and applicability
George Goodman moved, 2nd by Tom Neil to postpone the Seasonal Agri-tourism: Intent and applicability

IV. Public Hearing:
ST. JOSEPH CATHOLIC CHURCH PHASE 2 SPECIAL USE REQUEST 23-SP-0001:
Public hearing and consideration of applicant's request for special land use amendment, Preliminary Site Plan and Final Site Plan for St. Joseph Catholic church. The subject property is located at 6805 Mast Road, southwest corner of North Territorial Road and Mast Road. A special land use is required to construct a Phase 2 building addition to their existing facility. The proposed addition and site improvements will occur in the southwest part of the site behind the existing building. The addition will house administrative offices, classrooms, meeting rooms, a multipurpose reception/recreation space and a kitchen.

Public Hearing opened at 7:06 p.m.

Tom Neil and Paul Zalucha stated that although they are members of St. Joseph Catholic Church, neither are on any church boards nor financially invested in the St. Joseph Phase 2 project and therefore do not need to recuse themselves.

Brendan Walsh, Pastor, St. Joseph Catholic Church, stated that they are looking to get both the Preliminary Site Plan and Final Site Plan tonight.

Scott Betzoldt, engineer at Midwestern Consulting, stated that they are seeking a Preliminary Site Plan and Final Site Plan and a recommendation for a Special Land Use Permit to go to the Township Board. Two variances are needed due to building height and expansion of the project that was started in 2003. Initially the social hall was larger, but the plan now is for 24,000 sq. ft. Height at the time was 59 feet on the north side and 44

feet on the south end. The definition on height changed in 2011. We got the Final Site Plan in 2005 for the initial building and parking lot. The new addition is to include an administrative wing, educational and social hall, additional parking, sewage, landscaping, and deferred parking. The current parking situation is good except for the 2 big days of year (Christmas and Easter). This plan gives more parking for these special days. They have got approvals from all necessary agencies.

Dave Swanson, architect from Swanson Design Studios, stated that in 2003 a consolidated campus with a social hall, office, religious education and social hall was planned. In initial phase 1 we showed the footprint for these add-ons. We wanted it to look like a comprehensive whole, so you couldn't tell difference between Phase 1 and 2. We used the same materials, rooflines, etc.

Sri Komaragiri, Webster Township Planner & Zoning Administrator, stated that the original development agreement was in 2007. The reason for tonight's meeting is because we need an amendment to the original land use. These are the factors we looked at:

- Traffic – We reviewed traffic and there are no additional improvements required.
- Landscape plans – The required land and buffers were approved in 2007, so additional trees will be required for the parking lot expansion.
- Shared Parking – Ordinance allows for a shared parking arrangement. Planning Commission will consider whether this amount of parking is okay for Phase 2, and will also look at the drop off area, loading area, relocated dumpster and handicap accessible spots.
- Building design – Need to look at heights, storm water, sewer plans etc.
- Photometric Plan – Need plan for when all lights are on. This plan came in 1 day before the meeting so we have not had time to look at it.

Request from applicant is:

1. Recommendation of the Special Land Use amendment to the Township Board
2. Preliminary Site Plan
3. Final Site Plan

Doug Koepsell, 7250 Park Lake Dr. In support of project. Stated the St Joseph Festival is one of the largest gatherings in Webster Township and 10% goes to local charity. In support of new social hall because luncheons and funerals happen in the town church which is not properly accessible, so as a parish we are not being as accommodating as we should be. New social hall will be barrier free.

Mary Swanson, architect. In support of project. States the building is very fine architecture. The church has invested in the community. The congregation has raised the funds within the community.

Laura Sopko, 7841 Mast. In support of project. States she is part of parish life commission and organizes many events. New kitchen is needed to meet goals. All gathering open to parishioners as well as those in Dexter community and beyond.

Stephen Hunt III, 5904 Merkel. In support of project. Church is a big part of the

community for parishioners as well as the community. Parish has been a good neighbor. Site is well taken care of with lots of green space.

Keith Gallagher, 9694 Base Lake. In support of project. Parish supports local charities which will also benefit from the addition.

Mike Koch, 6773 Mast. Concerns about lighting. Lives across from the church. Lighting was altered last fall from the original plan and it is not good.

Kristen Brancheau, 7852 Mast. In support of project.

Gary Koch, 6772 Mast. Concerns about lighting and increased traffic. Lives across from the church. Lighting was altered last fall from the original plan and now there will be more lights put in. Will wedding receptions be allowed, or will the same rules apply as the Methodist Church where wedding receptions are not allowed. Would like to know more about what the new building will be used for.

Brian Louwse from Mast Lighting stated that they replaced old lighting last year with new LED lights. Replaced 23,000 lumens with 20,000 lumens. Church paid for motion dimming cells so lights go to 2,000 lumens. Installed glare shields to keep lights from shining towards houses. These same lights will be part of the new plan. New lights are white light, rather than the old yellow color.

Dianne Singer, 6066 Scully. In support of project. Was hard getting our parents in wheelchairs back and forth to fellowship hall at the city church.

Scott McClellan, 4793 Northgate. In support of project. Expansion will give unified campus open to the community.

Gary Hunter 5665 Crest. In support of project. Traffic will be better because people won't be rushing off to city church for fellowship after service.

Mary Shields, 7550 Zeeb. In support of project. The church was a big attraction to moving here.

Mike Koch, 6773 Mast. Concerns about lighting. The lights do not dim and shields are not on them. They do go off at the required time according to the township ordinance.

Brian Louwse from Mast Lighting stated that the lights were inspected by township and they do dim and there are new shields.

Bob Vargo, 7561 N. Pinefield (Written response) Concerns about lighting, dumpster location, and a pattern of not fulfilling requests. Hopes the second dumpster location will be less offensive.

Public Hearing was closed at 7:59 p.m.

Summary by Sri Komaragiri, Township Planner & Zoning Administrator.

These items need to be received and reviewed at by the Planning Commission before next phase.

1. Expansion of existing non-conforming structure requires ZBA approval.
2. Proposed building height exceeds the maximum.
3. A copy of the traffic impact assessment is required.
4. Tree removal and mitigation information is required.
5. Irrigation plan is not provided.
6. Landscape plan requires revisions.
7. Shared parking requires Planning Commission approval.
8. Minor revisions to comply with parking standards are required.
9. Lighting and photometric plan is incomplete.
10. An estimate for final cost of construction is required.
11. Planning Commission should review the proposed secondary uses.
12. Planning Commission may consider additional conditions to address lighting and landscape concerns to reduce visual impact on neighboring properties.

Kay Stremmer asked if the enforcement officer went there.

Sri Komaragiri responded yes, because of resident complaint.

Paul Zalucha questioned the lighting change. He highlighted the development agreement third amendment.

Brendan Walsh stated the amount of light and length of time lights are on. One security light stays on at all times.

Paul Zalucha stated that fixtures face up. Architect is supposed to look at our ordinance. Stated that an agreement was signed then changes were made without asking township permission and the changes affected the neighbors. Lights and angle of lights were changed.

Brendan Walsh stated they did flatten the lights out but didn't realize they needed to come ask permission from township.

Paul Zalucha stated the lighting study lists the lamps at a 40-degree angle, but Brendan Walsh says they are flat.

George Goodman stated that daylight vs soft light bulbs are very different and it sounds like the church has daylight LED's which are much brighter.

Brian Louwse from Mast Lighting, answered yes, they could change that.

George Goodman stated that a 2000 lumen flashlight is way brighter than the old lights. Neighbors say it doesn't work. Do they or do they not work. My guess is that they are maybe not working correctly.

Brian Louwse from Mast Lighting stated that the dimming mechanism can be triggered by birds and the lights stay on for 5 minutes before dimming again.

Tom Neil asked if the ground lighting is on timers.

Brendan Walsh replied that all lights go off at 11, except the security light.

Kay Stremmer stated that our ordinance promotes dark skies, and questioned whether the current lights promote dark light skies.

Brendan Walsh stated that is why they are flat, shielded, and off at 11. He also mentioned there is only one light on the steeple which is on during masses as per the development agreement.

Kay Stremmer asked about the lighting on the new building.

Dave Swanson, architect, stated that there is lighting for security when coming and going to building.

Sri Komaragiri asked if automation is turned off? Brendan Walsh responded yes.

Sri Komaragiri stated the development agreement states lights go out at 11 p.m. except for special days. Do we need a photometric plan for festival times?

Brendan Walsh stated that lights are off by 11 during the festival.

Kay Stremmer asked about additional events in social hall.

Brendan Walsh stated that they cannot foresee all future events, especially funerals and weddings.

Kay Stremmer stated there are a lot of gaps in trees on the berm. Asked if the internal landscaping will fill the gaps.

Brendan Walsh stated that there is talk of possibly a fence on the berm and yes, they could look at additional trees internally.

Paul Zalucha asked if the applicant could do an actual lighting study of the existing lights that are out there.

Brian Louwse from Mast Lighting said yes, that can be done.

Paul Zalucha stated that the ~~width~~ AREA of the parking spaces does not meet ordinance.

Dave Swanson, architect, noted that the overhang is counted.

Sri Komaragiri stated that we don't have that in our ordinance so the site plan needs to be revised.

Dave Swanson, architect, stated the parking spaces can be 20 sq feet.

Paul Zalucha asked the architect if they need to go back to the drain commission now that there will be more impervious space. Also, how tall are the parking lot lights.

Brian Louwerse from Mast Lighting, stated he does not deal with the light poles.

Scott Betzoldt, engineer, stated they are 12-foot poles on a 3-foot concrete pad.

Paul Zalucha stated that is 15 feet, which is not what the study says.

Scott Betzoldt, engineer, said they will correct that.

Paul Zalucha questioned the water flow on page 12 of site plan. He was concerned about the north parking lot and the proposed building roof.

Scott Betzoldt, engineer, said it will flow into the storm sewer with the north parking lot going into 2 drains and the south parking going across the parking lot into the ditch and ponds.

Paul Zalucha asked why the sheet flow?

Scott Betzoldt, engineer, states that this allows water to soak in before reaching ditch.

Paul Zalucha asked if the storm sewer is adequate in a high storm situation. What stops it from going across to other property?

Sri Komaragiri stated that this appears to need a lot of discussion. Maybe we should move to taking a vote on the Special Land Use Amendment.

Tom Neil stated that we have 3 items to look at tonight

1. Special Land Use - we could approve with conditions or postpone
2. Preliminary Site Plan – we could approve with recommendations or postpone
3. Final Site plan

Sri Komaragiri stated that the Special Land Use is discretionary so there is more leeway to make revisions.

Tom Neil suggested going through each item on the list.

Paul Zalucha suggested going through the Special Land Use. I has more questions on site plan.

Sri Komaragiri reviewed the outstanding comments and the applicable application.
Abbreviations: Special Land Use, SLU; Preliminary Site Plan, PSP; Final Site Plan, FSP.

1. Expansion of existing non-conforming structure requires ZBA approval. PSP
2. Proposed building height exceeds the maximum. PSP
3. A copy of the traffic impact assessment is required. SLU
4. Tree removal and mitigation information is required. FSP
5. Irrigation plan is not provided. FSP
6. Landscape plan requires revisions. PSP and SLU
7. Shared parking requires Planning Commission approval. PSP
8. Minor revisions to comply with parking standards are required. PSP
9. Lighting and photometric plan is incomplete. SLU
10. An estimate for final cost of construction is required. Received
11. Planning Commission should review the proposed secondary uses. SLU
12. Planning Commission may consider additional conditions to address lighting and landscape concerns to reduce visual impact on neighboring properties. SLU

Break at 9:00 p.m.

Meeting reconvened at 9:08 p.m.

SPECIAL LAND USE AMENDMENT

Tom Neil stated we need a clear list of what the township and applicant need to look at.

Sri Komaragiri asked if there are any other items of clarification.

Kay Stremmler asked about secondary uses.

Paul Zalucha asked about secondary uses. A big topic in the township has been weddings and at UMC no wedding receptions are allowed. Are we doing the same thing here. If not, we need to go back to UMC. Funerals are a lot different than wedding receptions.

Kay Stremmler stated that we do have an ordinance about wedding receptions in an ag district. Should look at that for consistency.

Sri Komaragiri stated we have 2 lists of secondary uses from the applicant.

Tom Neil asked Father Brendan Walsh to speak on this.

Brendan Walsh stated they do about 12 weddings a year, about half of them taking place in the city church. Weddings are at 2 pm and mass is at 5 p.m. so couples are not going to want to come back after mass for a wedding reception. If it is put in the development agreement, it would be honored, but he doesn't see a lot of people requesting it.

Kay Stremmer asked when our Special Event Permit ordinance would apply.

Paul Zalucha stated there is no mention of alcohol.

Sri Komaragiri stated that annual or bi annual events can be special events approved by board. Weekly, etc. can be considered as part of Special Land Use. One would have to look at each activity or event to determine whether it falls under a Special Event or Special Land Use.

Paul Zalucha stated that things will come up that are not on this list and we don't want them having to come to us for each event.

Tom Neil asked why don't we apply our ordinances, and everything else is a special land use.

Sri Komaragiri read portions of the ordinance about special events. No more than 5 special events on a non-profit property.

Tom Neil asked if Sri has the list of information needed for the special land use portion. Sri printed it off.

Paul Zalucha stated we don't need to know about all events that are indoor events. Sounds, extra traffic and extra light events are the ones that need a permit.

Motion by Kay Stremmer, 2nd by Julie Nixon, in the matter of St. Joseph Catholic Church Phase 2 expansion, a motion to postpone consideration of the special land use amendment to the Township Board, based on the following findings:

1. The applicant shall provide additional information to address standards of approval listed in section 10.05.13.b. as listed below:
 - a) The applicant shall submit a lighting study that reviews on-site light levels during dark hours, along the boundary adjoining residential areas.
 - b) The applicant shall work with the Township Zoning Administrator to provide a complete lighting and photometric plan and any supporting materials to address concerns discussed at the meeting.
 - c) The applicant shall include a list of conditions to be included in the development agreement to mitigate impacts on neighboring residential area.
2. The applicant shall seek the approval of the Zoning Board of Appeals for the following items:
 - a) Approval of expansion of a non-conforming existing building per section 13.90.I. of Township Zoning Ordinance.
 - b) Approval of variance for exceeding the maximum building height for principal structures (40 feet maximum allowable, 42' proposed).

A roll call vote was taken, and it carried unanimously.

PRELIMINARY SITE PLAN

Sri Komaragiri stated that the site plan needs to be revised to include a shared parking plan. Tom Neil stated that we are focused only 3 items: Shared parking; Lighting; and Landscaping.

Kay Stremmler questioned whether the shared parking proposal was based on specific standards.

Sri Komaragiri stated that additional info is needed. Demand based on uses is needed. We have their list of uses, but not the expected demand. Our ordinance states how much parking is required based on use and demand. We need more clarity to give a better recommendation.

Tom Neil stated that the current parking is fine for Sundays plus the big couple of events.

Brendan Walsh stated that he can't give a list of events and how much parking will be needed, because there is no way to know what events may come up.

Sri Komaragiri stated that the parking calculation is not taking into account special events.

Paul Zalucha stated that the parking is sufficient now, dual use will be either kids, who don't drive, or other events that won't take place at the same time as a mass.

Dave Swanson, architect, stated they are proposing 415 spaces, plus deferred parking if needed at some point.

Sri Komaragiri asked about secondary uses.

Dave Swanson, architect, stated the secondary uses are classrooms and social hall.

Motion by Paul Zalucha, 2nd by George Goodman, in the matter of St. Joseph Catholic Church Phase 2 expansion, the applicant shall provide a revised site plan based on and subject to the comments presented in the Zoning Administrator report.

FINAL SITE PLAN

Motion by Kay Stremmler, 2nd by July Nixon, in the matter of St. Joseph Catholic Church Phase 2 expansion, to postpone consideration of the Final Site Plan until after the Zoning Board of Appeals has met and made a final decision, and approval of the Preliminary Site Plan.

Special Meeting of the Webster Planning Commission ended at 9:38 p.m.

V. Old Business
a) None

VI. New Business
a) None

VII. Discussion Items

2023 Planning Commission Goals: To include in the 2022 Annual Report to the Board of Trustees

Paul Zalucha moved, 2nd by Julie Nixon to move discussion of the 2023 Planning Commission goals to the April 19, 2023 meeting. Motion carried.

Next Meeting Agenda: April 19, 2023

1. Article 16
2. 2023 Planning Commission Goals
3. Storm water conceptually
4. Seasonal Agritourism
5. 2022 Annual Report that was postponed

VIII. Public Participation

Gary Koch, 6772 Mast. The lights are bright, they don't dim, and they are not angled down, except for a couple that I talked to them about. Now they are LEDs and they are up in the air. Pine trees on the berm that died off were never replaced. The township has the right to go back to them. Father Brendan knows he was supposed to come back to the township when they changed the lights. Make them abide by the rules.

Dave Elgas, 7747 Zeeb. I have noticed that the lights are dimming when I go to church. Father Brendan has taken a lot of effort working on the lights. His heart is in the right place. He takes the light issue personally to make sure lights don't bother neighbors.

Mike Koch, 6773 Mast. The lights do not dim. I asked the maintenance man if they could turn the light that faces my room. All the lights shine through my trees. The ones along the road are the horizontal ones, because and I talked to the maintenance man and asked him to do that.

IX. Informational Items / Correspondence / Comments

X. Adjournment

Julie Nixon moved, 2nd by Paul Zalucha, to adjourn the meeting. Motion carried. The meeting adjourned at 10:20 pm.

NEXT MEETING DATE: Regular Meeting: April 19, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

TK:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

MINUTES OF THE 534TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 19, 2023

The Meeting was called to order at 7:03 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremmler, Tom Neil, Rick Kleinschmidt, Julie Nixon,

WTPC Members Absent: George Goodman

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, and 11 citizens

I. Approval of Agenda: John Westman moved, 2nd by Julie Nixon, to approve the agenda as presented. Motion carried.

II. Approval of Minutes:

A. Paul Zalucha moved, 2nd by Rick Kleinschmidt, to approve the minutes of the March 22, 2023 meeting as submitted. Motion carried.

B. Paul Zalucha asked to amend the minutes to add “area” and remove “width” of the parking spaces... near the bottom of page 5. Julie Nixon moved, 2nd by Paul Zalucha, to approve the April 5, 2023 Special Meeting minutes as amended. Motion carried.

III. Public Participation:

A. Ryan Nixon said he is a 5th generation farmer in Webster Township and their farm is in the greenbelt. They have a had a produce stand on Joy Rd for over 25 years, a corn maze for 12 years, tree farm for over 20 years and now his daughter Jenna wants to continue farming as she has an Environmental Science degree from MSU. They would like a Christmas tree sale and Christmas walk thru but Sri Komaragiri has denied this. He asked the Planning Commission to discuss this.

B. Janice Arp Prundeanu said she liked the proposed Zoning Ordinance text amendment to require buffers around the lake. There are resources for new lake lot owners to deal with a shore front. She passed out a magazine “Shoreline Living”, with her front yard on the cover, that lists some resources.

C. David Burnell said there is a State definition of ordinary high water mark. Baseline Lake is dam controlled which affects the high-water mark. He asked if the proposed definition is for all Webster Township. If we change the ordinary high-water mark there is the riparian rights act for the land in front. He asked if the buffer zone needs a land use permit. He asked who pays for the new survey of the property and who designates how the land is distributed between landowners.

IV. Zoning Administrator Report was given by Sri Komaragiri.

V. Township Board Report was given by John Westman

V. ZBA Report was given by Rick Kleinschmidt

VI. PDR Report was given by John Westman

VII. Public Hearing on Text Amendment: Article 16 Environmental Regulations (22-ZTA-04)

A. Public Comment opened at 7:33 pm.

1. Keith Gallagher asked for the science behind the proposed setback changes as this is the rights of individuals vs. the needs of the community. The 25 foot buffer seems like a lot, plus the 75 foot setback from the water reduces the lawn for kids to play on. He asked if the existing lawn between the house and lake is gently sloping, and not fertilized, do they still need a strip.

2. As there were no further comments Tom Neil closed the public comments at 7:40 pm.
- B. Sri Komaragiri said she will send resources for the reasoning behind these proposed changes.
 1. She can add to the definition of high-water mark that the applicant is responsible to obtain professional opinion if they do not agree with her use of lot line, county resources, the DNR, and Inland Lake and Stream Act.
 2. 100 ft. is the national standard for surface water protection setback. Lots with sewer connection will have a 75 ft setback but can apply for a waiver to reduce the setback by 25 feet to 50 feet. It seems reasonable that if the septic field is in the front yard, there should be a waiver option.
- C. The Commissioners added to 16.20 F (1) “or front yard septic field” after the first comma. The Commissioners will also update the diagram at D and the table on page 17 and the chart on page 18.
- D. To Article 2 Section 2.10 Definitions The Commissioners revised the Ordinary High-Water Mark to “As part of the determination the Zoning Administrator may refer to definition used for administration of Inland Lake and Stream Act or established water level by a public agency or direct the applicant to establish ordinary high water mark by a surveyor or similar professional”.
- E. Kay Stremmer moved, 2nd by Julie Nixon, to note the changes indicated about comment of adding septic field in front yard and we note revision Sri Komaragiri proposed to Article 2 and give her more time to investigate and come back to us with another version. This means postpone indefinitely. A roll call vote was taken, and it carried unanimously.

VIII. LaFontaine Development Draft Agreement

- A. The Commissioners reviewed the document in the packet, plus the stapled Agreement with revisions from John Westman and the page 6 of 13 Item C Form from LaFontaine (the last two items were distributed at the meeting tonight). They made the following revisions:
 1. Article 1 Site Improvements B. Modifications: Modifications to the approved Site Plan shall require review and approval in accordance...
 2. Article 1 Site Improvements C. Amended Site Plan add “Article 8” after “listed” and before “in the Zoning Ordinance”...
 3. Article IX Authority and Responsibility of the Township: Remove item B Time is of the Essence so item C then becomes item B Minor Changes. Add 2nd sentence to new Item B “Minor changes are defined in Section 8.05 L 2.” In last sentence add “manner” after “timely” and before “subject”...
 4. Article X Maintain Improvements becomes “The Proprietor shall be responsible for maintaining the existing structure, storm water, landscape parking, and other improvements depicted on the Site Plan during the period of construction and will maintain the Site thereafter in accordance with Webster Township Zoning Ordinances in perpetuity.
 5. Article XVI Severability was discussed and could have unintended consequences. Rachelle Cress of LaFontaine said their attorney would review the document and they would ask to add a clause on Severability.
 6. As the Zoning Ordinance does not tie construction to the Development Agreement Sri Komaragiri was ready to issue the preliminary zoning compliance if the Commissioners agreed. Rachelle Cress said they are ready to start construction tomorrow. As the Commissioners only recommends approval to the Township Board

the Board can stop construction at any time.

7. Kay Stremmer moved, 2nd by Julie Nixon, in matter of La Fontaine Vehicle storage lot, a motion to recommend approval of site development agreement to the Township Board based on the revised draft distributed at meeting and additional changes discussed and noted at the meeting on April 19, 2023. A roll call vote was taken, and it carried unanimously.

IX. Planning Commission Annual Report

- A. Kay Stremmer said this was not in the packet so it is the 1st time the Commissioners have seen it. Storm water Management was missing from page 2 Zoning Ordinance Text Amendment of the report. It was reviewed in October 2022 and it is not finished yet. Also, it should be added to the Status Update on 2022 Goals.
- B. On page 2 Nuisance Ordinance Text Amendment: Amendment effective should be dated 2/25/2022. Also, Zoning Ordinance Text Amendment Zoning Administrator adopted in 2022 not 2023.
- C. In Status Update on 2022 Goals item #3 is completed except for stormwater management. The Item #5 Zoning Ordinance Review is completed. Items # 1, #2 and #4 are okay as is.
- D. In Draft Goals for 2023 for Planning Commission Discussion
 1. Item #1 Consider Accessory Structures and Uses, and Zoning Compliance Permit zoning ordinance revisions as high priority items from the Zoning Ordinance Health Check.
 2. Strike item #2 as is it included in the Master Plan
 3. Item #3 is okay.
 4. Item #4 change to Consider any items designated for 2022 and 2023 on Master Plan Implementation Matrix and complete the 2 that are selected.
- E. Sri Komaragiri will send updated version to Paul Zalucha and Tom Neil for review.

X. By Laws 2nd Amendment: After discussion John Westman moved, 2nd by Paul Zalucha, to postpone further discussion of updating the ByLaws indefinitely. A roll call vote was taken, and it carried unanimously.

XI. Section 2.10 Definitions: Intent and applicability: Sri Komaragiri asked for the Commissioners input on maximum building height in the Ag District AS THE ORDINANCE REVISION MADE PREVIOUSLY TO THE HEIGHT MEASUREMENT METHOD HAD THE UNINTENDED CONSEQUENCE OF REDUCING THE MAXIMUM BUILDING HEIGHT as ~~there are unintended consequences for the ZBA~~. The Commissioners asked to put this topic on the list of revisions to be considered for Section 2.10 definitions (items noted in the Zoning Ordinance Health Check). This was suggested to be added to the Annual Report as a 3rd priority for zoning ordinance revisions.

XII. Keeping of Animals Section 13.25: The Township Board will discuss the proposed Zoning Amendment on May 16, 2023. The Commissioners asked to change item E.(3) v 0-1.99 acre to 13.25.E.(3). ii thru iv

XIII. Storm water Management Regulations Update: As these are outdated Sri Komaragiri suggested we get County approval and expand on it. The next step is to meet with the Township Engineer and WCWRC to understand what is and what is not reviewed by the County.

XIV: Next Meeting Agenda: Storm water drain tile update; Tiny Houses?; Article 16; St Joe revised site plan; Methodist Church development agreement; Agri Tourism

XV: Public Comment: None

XVI: Informational Items: Discussed Webster's website item "How Do I"

XVII: Rick Kleinschmidt moved 2nd by Paul Zalucha, to adjourn. Motion Carried. The meeting

adjourned at 10:07 pm.

NEXT MEETING DATE:

Regular Meeting: May 17, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

MINUTES OF THE 535TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MAY 17, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Neil in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Tom Neil, Julie Nixon, Rick Kleinschmidt, Kay Stremler, Paul Zalucha

WTPC Members Absent: George Goodman

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Charles Estleman, Peter Stevens and Branden Rauch

I. Approval of Agenda: Tom Neil asked to add “None” after Public Hearing for Item 11. John Westman moved, 2nd by Julie Nixon, to accept the agenda as corrected. The Commissioners voted to approve the amended agenda and it was carried unanimously.

II. Approval of April 19, 2023 Minutes: Kay Stremler said Sri Komaragiri suggested a proposed change to item IX after the draft was published. Kay suggested removing “as there are unintended consequences for the ZBA” and inserting “as the ordinance revision made previously to the height measurement method had the unintended consequence of reducing the maximum building height”. Julie Nixon moved, 2nd by Paul Zalucha, to accept the minutes as amended. Motion carried.

III. Public Participation:

- A. Peter Stevens distributed a Memorandum, dated May 17, 2023 from Peter Stevens and Ruth Ehman, regarding adding language to the Zoning Ordinance to define tiny/efficiency homes and establish guidelines for tiny/efficiency home use within the township.
- B. Branden Rauch distributed “Webster Township AG Side Yard Setback and Minimum Lot Width Compared”. He asked to reduce the required side yard setback for accessory structures to 15’ for narrow lots - possibly only on one side yard.

IV. Zoning Administrator Report: Given by Sri Komaragiri.

V. Township Board Report: Given by John Westman.

VI. PDR Report: Given by John Westman.

VII. ZBA Report: Given by Rick Kleinschmidt.

VIII. Text Amendment: Article 16 Environmental Regulations

- A. The Commissioners reviewed the proposed Article 2, Section 2.10 Definitions Ordinary High-Water Mark:
 - 1. In the first sentence after “ordinary high-water mark” add “(OHWM)”.
 - 2. In the 2nd sentence, they changed “man’s activity” to “human activity”. They also replaced Michigan Department of Natural Resources at the end of this sentence with “Michigan Department of Environment, Great Lakes and Energy (MDEGLE)”
- B. The Commissioners reviewed Section 16.20 Surface Water Protection Area:
 - 1. In B. Applicability (2) (b) they added at the end “that would require a site plan for approval per Section 8.05”.
 - 2. In B (3) change it to “In the event a conflict”...
 - 3. In B (4) remove the “,” after (which remains active)...
 - 4. In B(5) last sentence change “situation” to “situations”...
 - 5. In C (2) remove “use of such” after “fertilizers”.
 - 6. In D (1)(b) add “See Section B (5)” after “additions”
- C. Kay Stremler moved, 2nd by Julie Nixon, in the matter of Text Amendment 22-ZTA-04,

motion to recommend to the Township Board to adopt the proposed amendment to Section 2.2, Section 16.05, Section 16.20 and multiple sections of Article 9 of the Webster Township Zoning Ordinance, based on the draft as presented with changes described today. A roll call vote was taken, and it carried unanimously.

IX. The Commissioners discussed holding a Special Meeting for St. Joseph Catholic Church for their Special Land Use and Preliminary Site Plan. Paul Zalucha moved, 2nd by Julie Nixon, to schedule a planning commission special meeting on June 7th at 7 pm at Webster Township Hall to continue consideration of the special land use amendment and site plan request for St. Joseph Catholic Church phase expansion (23-SP- 0001). A roll call vote was taken, and it carried unanimously.

X. The Commissioners discussed rescheduling the July Regular Planning Commission Meeting. Kay Stremler moved, 2nd by Rick Kleinschmidt, to cancel the regular meeting scheduled for July 17th and schedule a special meeting on July 12th at 7 p.m. at Webster Township Hall. A roll call vote was taken, and it carried unanimously. Later in the meeting Julie Nixon pointed out that the July Meeting will be rescheduled from July 19 to July 12 not from July 17th. Kay Stremler made a friendly amendment, 2nd by Julie Nixon, to cancel July 19th. A roll call vote was taken, and it carried unanimously.

XI. Sri Komaragiri discussed the meeting with EGLE regarding Section 16.25 Wetland Protection Area and how we can work together. Information will be included in the summer tax bill and on our website to educate residents.

XII. The Commissioners discussed Section 13.15 Accessory Structures and Uses. A subcommittee of Paul Zalucha and Julie Nixon will work with Sri Komaragiri to look into clarifying the zoning ordinance, as these make up 80% of the compliance questions she receives. They will bring suggestions for the many items back to the Planning Commissioners as ready.

XIII. Next Meeting Agenda: Tiny Houses; Accessory Structures; Drain Tiles; New Zoning Enforcement Officer introduction.

XIV: Call to the Public: Peter Stevens asked when and where the Zoning Enforcement Officer decides to visit in the Township. Sri Komaragiri explained she has a list of properties, and the Enforcement Officer decides when. He stated he was visited at 6:30 one evening to take pictures with no advance notice or introduction and he felt it was trespassing. Tom Neil explained Peter Stevens should talk to the Township Board. Peter Stevens also asked if the Planning Commission told the Nixon Wedding Barn no or offered the option to do specific things. John Kingsley said he would talk to Peter Stevens right after the meeting tonight.

XV: Informational Items/ Correspondence/Comments: None

XVI: Paul Zalucha moved, 2nd by Rick Kleinschmidt, to adjourn. Motion Carried.

NEXT MEETING DATE

Special Meeting: Wednesday, June 7, 2023 at 7 pm

Regular Meeting: Wednesday, June 21, 2023 at 7 pm

Respectfully Submitted,

Kay Stremler, Secretary

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

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MINUTES OF THE SPECIAL MEETING
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JUNE 7, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Neil at the Township Hall and the Pledge to Allegiance was recited.

WTPC Members Present: Tom Neil, George Goodman, John Westman, Kay Stremmer, Paul Zalucha, Rick Kleinschmidt

Members Absent: Julie Nixon

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri and 9 citizens

I. Approval of Agenda: Paul Zalucha moved, 2nd by Rick Kleinschmidt, to approve the agenda as written. Motion Carried.

II. Public Participation: JoAnn Smith Harris said she lives next door to the tiny houses on Trotters Lane. There are trespassers on her property, the police have been involved, lots of high-speed traffic on her Lane with lots of dust, potential ground water contamination, fire hazard, and loss of value to her property. It is not safe for her horse.

III. Township Planner and Zoning Administrator Update: Sri Komaragiri explained that the Nixon Farm Seasonal Agritourism will have Christmas Tree sales (of trees grown on their adjacent property) in the barn to reduce light issues and they can submit an application for renewal each year.

IV. Recommendation to the Township Board for Special Land Use Amendment for Phase 2 Expansion of St Joseph Catholic Church:

A. The Commissioners reviewed the Memorandum, last revised 5-10-2023, from Sri Komaragiri, and carefully reviewed the Plan Review Summary portion. Tom Neil said we won't deal with the Performance Guarantee or Development Agreement tonight.

B. Motion by Paul Zalucha, 2nd by George Goodman, to take a 10-minute recess. Motion Carried. Tom Neil resumed the meeting at 8:58 pm.

C. The Commissioners reviewed and adjusted Sri Komaragiri 's draft motion, based on their discussion, regarding the Special Land Use Amendment.

D. Motion by Paul Zalucha, 2nd by George Goodman, in the matter of St. Joseph Catholic Church Phase 2 expansion, I move to recommend approval of the Special land use amendment to the Township Board, based on the following findings and conditions:

1. The standards and burdens listed in Section 10.05.A.13, of Webster Township Zoning Ordinance are met as noted below, based on the plans, narratives and additional information provided by the applicant:

a. All required information has been provided and fees paid.

b. The proposed use is specifically provided as a special use in the district in which the property is zoned. (Per Section 9.10.C.vi., a special use is required for churches in agriculture districts).

c. The proposed use at the location is consistent with the objectives and goals of the Master Plan. (The proposed expansion was addressed as part of phase 1 site plan. The current expansion allows for accessory uses associated with the primary use of church as noted on the site plan.)

d. The proposed use will not adversely affect neighboring lands. (The applicant has addressed concerns associated with lighting impacts on neighboring properties and the approval is subject to additional conditions as applicable)

e. The proposed use is compatible with and will not adversely impact the natural environment. (The current expansion does not impact any natural features located on the property.)

f. The capacity of local utilities and public services is sufficient to accommodate all the uses permitted in the requested district without compromising the "health, safety and welfare" of the township including the capacity of the street system to safely and efficiently accommodate the expected traffic

generated by uses permitted in the requested zoning district. (Based on the findings of the updated traffic study and Washtenaw County Road Commission review)

g. If a site plan is required under Section 10.05,A, 5. whether it meets the principles and standards set forth in Section 8.05 of this Ordinance. (The special land use approval for the proposed expansion shall be only effective upon approval of the final site plan).

2. The above recommendation is subject to the following conditions:

a. The special land use approval for the proposed expansion shall be only effective upon approval of the final site plan.

b. The applicant shall post a performance guarantee that is calculated at ____% of total site construction cost in a form acceptable by the Township administration.

c. The church facility and the site may be utilized for members of the community to host events and gathering.

i. All private events shall be subject to all conditions listed in the Zoning Ordinance and the development agreement.

ii. Any other events that fall under the definition of special events as noted in the zoning ordinance shall be subject to related requirements.

d. The applicant shall complete the following updates to existing light poles prior to issuance of final certificate of compliance:

i. The most southerly three rows of parking lot lights shall be modified to include shielding as noted on the lighting summary sheet. The maximum intensity of these lights shall be adjusted down from 100% to 80%.

ii. Additional shields shall be added to the south light driveway from Mast. The lighting summary sheet shall be updated to include this light.

iii. All light poles exceeding the maximum allowable lamp height of 16 feet shall be brought into compliance prior to issuance of final certificate of compliance.

iv. The applicant shall address the inconsistencies to the lighting and photometric plan prior to preliminary site plan approval.

v. The applicant shall provide a photometric plan for phase 2 and Phase 4 at the time of final site plan approval.

3. Phase 2 lighting shall be subject to the following standards in addition to the ordinance standards:

a. The new parking lot shall have poles located on the south side of the pavement and the heads shall be directed northerly away from the houses to the south.

b. Pedestrian scale bollards shall remain adjacent to the walk. Poles shall be no higher than 12' including bases.

c. The new poles along the driveway extension to the new parking lot shall be no higher than 12' including bases and shall include shields as noted in the lighting summary sheet.

d. Parking lot landscaping for phase 4 shall be installed with Phase 2.

4. The Parking count reduction due to the shared parking arrangement is approved by the Planning Commission per section 13.95. C.8. based on the information provided on the site plan. This approval is conditional upon the conditions of deferred parking construction noted below.

5. Construction of 'deferred parking' is subject to the following conditions:

a. The construction of deferred parking and related lighting improvements shall be completed when the need for additional parking is identified either by the Zoning Administrator or the Church, whichever occurs first.

b. Once the need is identified the Zoning Administrator shall issue a letter directing the construction of deferred parking. The church may choose to complete construction of deferred parking spaces prior to the identified need when funding is available.

c. An application for zoning compliance shall be submitted in order to start construction according to the Zoning Ordinance.

d. The applicant shall submit a revised plan if there are any amendments to the lighting standards since the approval of special land use amendment. If the changes are major, the zoning administrator may forward the plan for Planning Commission input or approval.

6. Following items shall be addressed with the final site plan submittal and draft development

agreement:

- a. Updated photometric plan for overall site plan.
- b. Clarify applicability of tree replacement calculations as identified in the review letter.
- c. Corrected photometric plans as noted in special land use conditions.
- d. The applicant shall submit a tree maintenance plan that addresses the maintenance of existing and proposed landscape as noted in section 13.75.G. of the zoning ordinance and regular watering of the proposed landscaping until they are established for up to three years.
- E. A roll call vote was taken, and the motion carried unanimously.

V. Conditional Approval of Preliminary Site Plan

A. The Commissioners reviewed the Standards for Review for Approval of Site Plan that was in Sri Komaragiri Memorandum last revised 05-10-2023..

B. John Westman moved, 2nd by Rick Kleinschmidt, in the matter of St. Joseph Catholic Church Phase 2 expansion, I move to approve the preliminary site plan based on and subject to the following findings:

1. The applicant shall correct the stormwater maintenance plan listed on sheet 16 as it relates to the subject property.
2. The preliminary site plan meets all the standards of review noted principles and standards set forth under Subsection 8.05 €(3)(m) of the Township zoning ordinance.
3. The approval is contingent upon the special land use approval by the Township Board.
4. The applicant shall address all required revisions and pending comments from the zoning administrator review letter and the special land use recommendations at the time of final site plan submittal.

C. A roll call vote was taken after Sri Komaragiri printed out the motion. It carried unanimously.

VI. Motion by Tom Neil, 2nd by George Goodman, to postpone Item 8.a.iii Conditional approval of Final Site Plan. Motion carried. Paul Zalucha pointed out that Wall Pack lighting is not allowed in the Township. The church will talk with Sri Komaragiri before the final site plan.

VII. Public Participation: Marianne Bloom lives on Pinefield Dr. next to St Joseph Church. She was very worried about alcohol at the church and DUI. Also, she was concerned about tree maintenance on the property line and lack of privacy as children from the church trespass onto her property. Father Walsh offered to meet with her at her attorney's office in Brighton, Michigan

VIII. Rick Kleinschmidt moved, 2nd by Paul Zalucha, to adjourn the meeting. Motion carried. The meeting was adjourned at 10:20 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

KS:mz

copy to: J. Kingsley

B. Calleja

S. Komaragiri

MINUTES OF THE 536TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JUNE 21, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Neil in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Tom Neil, Julie Nixon, Rick Kleinschmidt, Kay Stremler, Paul Zalucha.

WTPC Members Absent: George Goodman

Also Present: Donna Whitney, Sri Komaragiri, John Kingsley, Charles Estleman, John Scharf, Mike Zsenyuk, Barb Calleja, Dan Munzel, Peter Stevens and 30 residents.

- I. Approval of Agenda: Zalucha moved, 2nd by Westman, to accept the agenda as presented. Motion carried.
- II. Approval of May 17, 2023 Minutes: Nixon moved, 2nd by Kleinschmidt, to accept the minutes as presented. Motion carried.
- III. Public Participation:
 - a) Carol Logan, Mary Barber, Janell Lutostanski (on behalf of Diana Miller), Tracy Pennington, Gabriella Klassen, and Lisa Parker support tiny homes as well as their importance to small farmers and the need for affordable housing.
 - b) Ron Farris and Joann Smith do not support tiny homes citing zoning, taxes and construction and saying they are not in the best interest of Historic Webster Township.
 - c) One resident provided written comments that do not support tiny homes.
- IV. Zoning Administrator Report: Given by Sri Komaragiri.
Sri also introduced the new township Zoning Enforcement Officer Mike Zsenyuk.
- V. Township Board Report: Given by John Westman.
- VI. ZBA Report: Given by Rick Kleinschmidt.
- VII. PDR Report: Given by John Westman.
Westman noted they are looking for a new PDR committee member. According to the ordinance requirements this committee member must be a resident of Webster Township, but must not be a farmer or a large landowner.
- VIII. Public Hearing: None
- IX. Old Business: None
- X. New Business
 - a) Section 13.120 Residential Design Standards: Resident's request to consider an amendment.
Presentation by Peter Stevens:
Peter Stevens presented his proposal for the township to accept a lower square footage requirement for homes; adopt language for tiny homes on wheels; and adopt language for tiny homes on wheels with a special land use permit for a non-developmental open space community.
Comments from the Planning Commission:
Sri Komaragiri stated the need to bring the Planning Commission's focus to items in this report based on our Master Plan. Is this an immediate need for the township?
Tom Neil stated that the Planning Commission is very busy dealing with the Master Plan items updated last year with extensive public input.

Paul Zalucha stated that neighboring townships actually require a higher square footage

minimum (1000ft) than Webster does; Webster's is ~30% lower. Webster Township does allow trailers, with foundations, based on the ~~Master Plan~~ ZONING ORDINANCE. Ordinance changes are done for the whole township, not for just certain areas.

Tom Neil stated that in the Master Plan survey the current minimum lot size of two acres within the agriculture zoning district was confirmed by 71% of respondents, while 24% felt that minimum lot size should be larger.

Zalucha moved, 2nd by Nixon, in the matter of the 7500 Trotter Lane resident's request, the Planning Commission has determined that an amendment to include tiny homes as an acceptable residential dwelling is not warranted for the following reason: The request is not consistent with the planning policies and recommendations noted in the Webster Township Master Plan for land use. A roll call vote was taken and it carried unanimously.

XI. Discussion Items

- a) Zoning ordinance amendment update: Sec. 13.15 Accessory Structures and Uses (23-ZTA-01). Discussion led by Sri Komaragiri.
- b) Zoning ordinance amendment update: Article 14 Storm Water Management (23-ZTA-02). Discussion led by Sri Komaragiri.
- c) Drain Tile Discussion. Discussion led by Kay Stremler
- d) Next Special Meeting Agenda: July 12, 2023
 - Old Business item: St. Joseph Church final site plan if applicant provides all necessary items.
 - Discussion item: Accessory structures zoning amendment.

XII. Public Participation

- a) Merri Rose, Tracy Pennington, Mary Barber, Samantha Otto, Chris Masiarczyk, and Cheryl O'Donnell do not agree with the Planning Commission decision. They appreciate the PC following the Master Plans but noted that Master Plans are fluid and can be revisited.
- b) Rebecca Hauke agrees with the Planning Commission decision.
- c) Tom Farris and Joann Smith agree with the Planning Commission decision.
- d) Ruth Ehman does not agree with the Planning Commission decision.
- e) Peter Stevens does not agree with the Planning Commission decision.
- f) One participant agrees with the Planning Commission decision.

XIII. Informational items / Correspondence / Comments

XIV. Kay Stremler moved, 2nd by Rick Kleinschmidt, to adjourn. Motion Carried.

NEXT MEETING DATE

Special Meeting: Wednesday, July 12, 2023 at 7 pm

Regular Meeting: The regularly scheduled meeting on Wednesday, July 19, was moved to be a special meeting on July 12, 2023.

Respectfully Submitted,

Kay Stremler, Secretary

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

"All documents from the Planning Commission meeting are available from the Township upon request".

MINUTES OF THE 537TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JULY 12, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Rick Kleinschmidt, Julie Nixon

Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Father Walsh, Dave Swanson, Scott Betzoldt, Brian Louwerse, and 1 citizen

I. Approval of Agenda: Tom Neil asked to add item 4a Approval of Minutes. Kay Stremler moved, 2nd by Julie Nixon, to add 4a and approve tonight's agenda. Motion carried.

II. Minutes of June 21, 2023: Paul Zalucha asked to remove "Master Plan" from Item Xa on page 2 in the sentence reading "Webster Township does allow trailers, with foundations, based on the..." and replace Master Plan with "Ordinance". Paul Zalucha moved, 2nd by Julie Nixon, to approve the corrected minutes of June 21, 2023. Motion carried.

III. Public Participation: None

IV. Township Planner & Zoning Administrator Report: Given by Sri Komaragiri

V. St. Joseph Catholic Church Phase 2 Final Site Plan (23-SP-0001)

A. Sri Komaragiri suggested the Photometric Lighting Plan be a baseline of all the prior lighting on the property so any future changes would need to come to the Township.

B. The Commissioners discussed each sheet of the Large Site Plan:

1. On sheet 2 for Impact Assessment Scott Betzoldt said they will add additional septic tanks and will change the verbiage for public facilities as the applicant has already submitted the permits to the Township.

2. On sheet 3 Julie Nixon asked to change the spelling so it becomes "festival grounds."

3. The church needs to change the wording on sheet 4 so tree maintenance stipulates trees are to be watered for 3 years so it is in step with the Special Land Use resolution.

4. On sheet 10 the church will strike out wording about the deferred parking construction as they are not installing asphalt or lighting until a later date.

5. On sheet 11 Tom Neil verified the dumpster will be on concrete outside the entrance. Proposed light height will be changed to 10' to be consistent with the photometric summary.

6. On sheet 14 Tom Neil verified, to store more storm water, they are raising the orifice but not the pipe.

7. On sheet 16 Scott Betzoldt said they are raising the rim 6 inches.

8. On sheet 18 the Commissioners agreed the existing house and barn lighting is not in compliance with the zoning ordinance but is an enforcement issue.

a. Paul Zalucha said they need a new light assessment for the existing north and south parking lots and to reduce the lighting intensity to comply with the Zoning Ordinance. Father Walsh agreed they would do this.

b. Much discussion followed on Wall Packs which at one time were allowed. The church wanted to abide by the current Zoning Ordinance but needs an exit light. They will ensure the Wall Packs from phase 1 are face down and shielded to prevent glare.

c. All the Commissioners agreed that they accept W-1.

d. The applicant will work with the zoning administrator to address SITE PLAN lighting ISSUES ~~violations~~ prior to issuance of final compliance permit.

9. Julie Nixon pointed out #7 Damage of Preserved Vegetation should remove “sheets” and replace it with “trees”. Also, in that paragraph delete “nor” and replace it with “not”.

10. In #9a Parking and Loading Tom Neil asked to stipulate there will not be overnight parking. Also, he said we should look at the Zoning Ordinance so there are no wall packs

C. Tom Neil read the Standards of Review and the Commissioners agreed they were met.

D. Sri Komaragiri said she would put the conditions in the motion. George Goodman moved, 2nd by Paul Zalucha , to recess for 5 minutes to allow Sri to make her motion. Motion Carried.

E. The meeting resumed at 8:55 pm. The Commissioners corrected items in the proposed draft motion. Sri Komaragiri reprinted a corrected proposed motion.

F. George Goodman moved, 2nd by Julie Nixon, In the matter of St Joseph Catholic Church phase 2 expansion to approve the final site plan based on the following findings:

1. The final site plan meets all the standards of review noted principles and standards set forth under Subsection 8.05(E)(3)(m) of the Township Zoning Ordinance.

2. The applicant shall make the following changes to the site plan prior to issuance of preliminary zoning compliance permit:

a. Update the status of notes listed under impact assessment listed on sheet 2

b. Revise the tree maintenance plan to address watering for up to three years to be consistent with the Special use approval on sheet 4 and sheet 13.

c. Height of light poles shown on the site plan drawings shall be consistent with height of light poles on lighting and photometric plan. In the event there is a conflict, information on lighting and photometric plan shall take precedence over site plan.

d. Remove the phrase “utility placement” from the note under parking summary on sheet 10.

3. Planning Commission’s determination that proposed façade lighting, referred to as W-1 on the plans for phase 2 building, meets the general intent and applicable glare standards listed in 13.200.C.(2) of the zoning ordinance.

4. Any proposed lights within phase 2 parking lot shall be reduced in intensity to comply with ordinance standards listed in 13.200.C.(3). b. which states that lighting levels shall not exceed three-foot candles as measured directly between two fixtures.

5. The applicant shall submit a revised photometric plan for phase 2 addressing the revisions discussed at this meeting and listed in the motion prior issuance of preliminary certificate of zoning compliance.

6. There shall be no overnight parking of buses or commercial vehicles on site. The loading area may be used for pick-up and drop-off.

7. The applicant shall submit a site plan for review and approval per article 8, if any revisions are proposed from the approved site plan.

8. The approval of lighting and photometric plan shall not include the lights around the existing detached accessory buildings (north barn, Mast Road barn, rectory building) and existing church parking lots. The applicant shall remove data related to these fixtures from the plans prior to issuance of preliminary certificate of zoning compliance.

G. A roll call vote was taken, and it carried unanimously. The Commissioners need to look at the Development Agreement in August, and then send it to the Township Board in September for their approval.

VI. Next Meeting Agenda: Development Agreement for St Joseph Catholic Church; Accessory Buildings; Consideration of the Master Plan implementation items.

- VII. Comments from the public: John Kingsley discussed the grant the Township applied for to pave the parking lot and install a walkway on the Township property.
- VIII. Informational Items: Julie Nixon relayed that MDOT is reviewing the proposed road work at Webster Church and North Territorial Roads so no start date has been set.
- IX. George Goodman moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 9:23 pm.

NEXT MEETING DATE:

Regular Meeting: August 16, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS:mlz

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

MINUTES OF THE 537TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JULY 12, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Rick Kleinschmidt, Julie Nixon

Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Father Walsh, Dave Swanson, Scott Betzoldt, Brian Louwerse, and 1 citizen

I. Approval of Agenda: Tom Neil asked to add item 4a Approval of Minutes. Kay Stremler moved, 2nd by Julie Nixon, to add 4a and approve tonight's agenda. Motion carried.

II. Minutes of June 21, 2023: Paul Zalucha asked to remove "Master Plan" from Item Xa on page 2 in the sentence reading "Webster Township does allow trailers, with foundations, based on the..." and replace Master Plan with "Ordinance". Paul Zalucha moved, 2nd by Julie Nixon, to approve the corrected minutes of June 21, 2023. Motion carried.

III. Public Participation: None

IV. Township Planner & Zoning Administrator Report: Given by Sri Komaragiri

V. St. Joseph Catholic Church Phase 2 Final Site Plan (23-SP-0001)

A. Sri Komaragiri suggested the Photometric Lighting Plan be a baseline of all the prior lighting on the property so any future changes would need to come to the Township.

B. The Commissioners discussed each sheet of the Large Site Plan:

1. On sheet 2 for Impact Assessment Scott Betzoldt said they will add additional septic tanks and will change the verbiage for public facilities as the applicant has already submitted the permits to the Township.

2. On sheet 3 Julie Nixon asked to change the spelling so it becomes "festival grounds."

3. The church needs to change the wording on sheet 4 so tree maintenance stipulates trees are to be watered for 3 years so it is in step with the Special Land Use resolution.

4. On sheet 10 the church will strike out wording about the deferred parking construction as they are not installing asphalt or lighting until a later date.

5. On sheet 11 Tom Neil verified the dumpster will be on concrete outside the entrance. Proposed light height will be changed to 10' to be consistent with the photometric summary.

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7. On sheet 16 Scott Betzoldt said they are raising the rim 6 inches.

8. On sheet 18 the Commissioners agreed the existing house and barn lighting is not in compliance with the zoning ordinance but is an enforcement issue.

a. Paul Zalucha said they need a new light assessment for the existing north and south parking lots and to reduce the lighting intensity to comply with the Zoning Ordinance. Father Walsh agreed they would do this.

b. Much discussion followed on Wall Packs which at one time were allowed. The church wanted to abide by the current Zoning Ordinance but needs an exit light. They will ensure the Wall Packs from phase 1 are face down and shielded to prevent glare.

c. All the Commissioners agreed that they accept W-1.

d. The applicant will work with the zoning administrator to address lighting violations prior to issuance of final compliance permit.

9. Julie Nixon pointed out #7 Damage of Preserved Vegetation should remove “sheets” and replace it with “trees”. Also, in that paragraph delete “nor” and replace it with “not”.

10. In #9a Parking and Loading Tom Neil asked to stipulate there will not be overnight parking. Also, he said we should look at the Zoning Ordinance so there are no wall packs

C. Tom Neil read the Standards of Review and the Commissioners agreed they were met.

D. Sri Komaragiri said she would put the conditions in the motion. George Goodman moved, 2nd by Paul Zalucha , to recess for 5 minutes to allow Sri to make her motion. Motion Carried.

E. The meeting resumed at 8:55 pm. The Commissioners corrected items in the proposed draft motion. Sri Komaragiri reprinted a corrected proposed motion.

F. George Goodman moved, 2nd by Julie Nixon, In the matter of St Joseph Catholic Church phase 2 expansion to approve the final site plan based on the following findings:

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2. The applicant shall make the following changes to the site plan prior to issuance of preliminary zoning compliance permit:

a. Update the status of notes listed under impact assessment listed on sheet 2

b. Revise the tree maintenance plan to address watering for up to three years to be consistent with the Special use approval on sheet 4 and sheet 13.

c. Height of light poles shown on the site plan drawings shall be consistent with height of light poles on lighting and photometric plan. In the event there is a conflict, information on lighting and photometric plan shall take precedence over site plan.

d. Remove the phrase “utility placement” from the note under parking summary on sheet 10.

3. Planning Commission’s determination that proposed façade lighting, referred to as W-1 on the plans for phase 2 building, meets the general intent and applicable glare standards listed in 13.200.C.(2) of the zoning ordinance.

4. Any proposed lights within phase 2 parking lot shall be reduced in intensity to comply with ordinance standards listed in 13.200.C.(3). b. which states that lighting levels shall not exceed three-foot candles as measured directly between two fixtures.

5. The applicant shall submit a revised photometric plan for phase 2 addressing the revisions discussed at this meeting and listed in the motion prior issuance of preliminary certificate of zoning compliance.

6. There shall be no overnight parking of buses or commercial vehicles on site. The loading area may be used for pick-up and drop-off.

7. The applicant shall submit a site plan for review and approval per article 8, if any revisions are proposed from the approved site plan.

8. The approval of lighting and photometric plan shall not include the lights around the existing detached accessory buildings (north barn, Mast Road barn, rectory building) and existing church parking lots. The applicant shall remove data related to these fixtures from the plans prior to issuance of preliminary certificate of zoning compliance.

G. A roll call vote was taken, and it carried unanimously. The Commissioners need to look at the Development Agreement in August, and then send it to the Township Board in September for their approval.

VI. Next Meeting Agenda: Development Agreement for St Joseph Catholic Church; Accessory Buildings; Consideration of the Master Plan implementation items.

- VII. Comments from the public: John Kingsley discussed the grant the Township applied for to pave the parking lot and install a walkway on the Township property.
- VIII. Informational Items: Julie Nixon relayed that MDOT is reviewing the proposed road work at Webster Church and North Territorial Roads so no start date has been set.
- IX. George Goodman moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 9:23 pm.

NEXT MEETING DATE:

Regular Meeting: August 16, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS:mlz

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

MINUTES OF THE 538TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, AUGUST 16, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Neil in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Tom Neil, Julie Nixon, Rick Kleinschmidt, Kay Stremler, Paul Zalucha, George Goodman

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Charles Estleman

I. Approval of Agenda: Kay Stremler asked to omit item 14b as it is covered under item 14 c. Julie Nixon moved, 2nd by George Goodman, to accept the revised agenda. Motion carried.

II. Approval of April 19, 2023 Minutes. Paul Zalucha asked to remove “lighting violations” from Item V 8 d and insert instead “site plan lighting issues”. Paul Zalucha moved, 2nd by Julie Nixon, to accept the minutes as amended. Motion carried.

III. Public Participation: None

IV. Zoning Administrator Report: Given by Sri Komaragiri.

V. Township Board Report: Given by John Westman.

VI. PDR Report: Given by John Westman. He gave the Commissioners a copy of the Sun Times article.

VII. ZBA Report: Given by Rick Kleinschmidt.

VIII. The Commissioners discussed Section 13.15 Accessory Structures and Uses (23-ZTA-01)

A. On page 3 Kay Stremler asked to remove “The term” of the 2nd sentence in Portable Storage Structure and replace it with “Such structure”.

B. The Commissioners decided to refer the Section back to the sub-committee. Sri will research other municipalities and bring a draft back to the Commissioners at some point.

IX. Consideration of Master Plan Implementation Items: Kay Stremler said we said we would choose 2 items from the list with the goal to work on them when we have time.

A. The Commissioners agreed to look at Article 16 (natural features protection overlay district and protect ground water recharge areas from problem wastes.)

B. The Commissioners agreed to also look at coal tar paving.

X. Next Meeting Possible Agenda Items: St Joseph Catholic Church Development Agreement, Coal Tar paving; Subcommittee reports on Stormwater, Article 16, and Accessory Structures

XI: Call to the Public: None

XII: Informational Items/ Correspondence/Comments:

A. Tom Neil explained the Commissioners have received a notice of intent to plan from Ann Arbor Charter Township for upcoming work on their Master Plan, and from Dexter Township requesting comments on their proposed Master Plan.

B. Tom Neil encouraged the Commissioners to look at the MTA F102 training course.

XIII: Paul Zalucha moved, 2nd by Rick Kleinschmidt, to adjourn. Motion Carried. The meeting adjourned at 8:34 p.m.

NEXT MEETING DATE

Regular Meeting: Wednesday, September 20, 2023 at 7 pm

Respectfully Submitted,

Kay Stremmler, Secretary

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

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utxwõ1#

MINUTES OF THE 539TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 20, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, Tom Neil, Rick Kleinschmidt, Julie Nixon, George Goodman

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Charles Estleman, Father Walsh and 4 citizens

I. Approval of Agenda: Tom Neil asked to remove “Special” Meeting in #5 as it is a Regular Meeting and in #14 b. to remove “November 15” and insert “October 18”. Paul Zalucha moved to approve as amended, 2nd by John Westman. Motion carried.

II. Approval of Minutes: George Goodman moved, 2nd by Julie Nixon, to approve the minutes of the August 16, 2023 meeting as written. Motion carried.

III. Public Participation: None

IV. Zoning Administrator Report was given by Sri Komaragiri. Kay Stremler made 3 corrections to Webster Township List of Amendments: 1) in 22-ZTA-04 the reason for the Amendment was just the ZBA 2) in 23-ZTA-01 Accessory Structures Section No. is really 13.15 and the reason is the Zoning Ordinance Health Check 3) 23-ZTA-02 Stormwater Regulations reason is Master Plan Recommendation.

V. Township Board Report was given by John Westman.

VI. ZBA Report was given by Rick Kleinschmidt

VII. PDR Report was given by John Westman

VIII. Draft Development Agreement for St. Joseph Catholic Church Phase 2 Final Site Plan (23-ZTA-01)

A. Paul Zalucha verified the Development Agreement has been reviewed by St Joseph’s attorney, but the Township Attorney has not reviewed it.

1. Sri Komaragiri confirmed all conditions of the Planning Commission and Township Board were included. It can be sent to the Township Attorney when the Planning Commission is comfortable with it.

2. Tom Neil suggested a condition be included that our Township Attorney review it.

B. Paul Zalucha verified that, under List of Attachments Exhibit 2,3,4,6,7, and 8, “Awaiting Date” means Sri Komaragiri has not reviewed them yet. The Applicant did provide a revised legal description of the land combination as requested.

C. Tom Neil asked for questions or comments from the Church:

1. Father Walsh said he does not have a signed copy of the ZBA Decision Form granted in May. Tom Neil explained that is administrative and does not have to come back to the Boards.

2. Father Walsh asked for assurance that the Township Attorney review can be done before the Township Board Meeting in October. Sri Komaragiri said she would submit it to the Township Attorney tomorrow morning.

D. Paul Zalucha stated, 2nd by George Goodman, in the matter of St. Joseph Catholic Church request regarding the fourth amendment to the development agreement, I move to recommend approval to the Township Board based on the following findings and

conditions: a. The agreement includes all the conditions that were offered by the applicant as part of the special use approval, b. The applicant shall work with the Township Zoning Administrator to compile all the updated exhibits prior to the Board review of the draft; c. Development Agreement goes to the Township Attorney before it goes to the Township Board. A roll call vote was taken and it carried unanimously.

IX. Zoning Ordinance Section 13.15 Accessory Structures and Uses (23-ZTA-01)

- A. Sri Komaragiri presented her Memorandum dated September 11, 2023 and the Commissioners discussed pages 31 – 33 of 39.
 1. Kay Stremmer commented that on page 32 under Temporary – Residential/Agricultural that the Zoning Ordinance already has, in Section 13.170 D (1) Regulations, for “temporary housing for seasonal agricultural workers”.
 2. On page 33 – Deer Hunting Blinds: The Commissioners wanted this exempt from regulation.
 3. The Commissioners wanted to include a definition of “wind generators.”
 4. The Commissioners suggested an email blast/flyer/website to give friendly reminders that firewood, farm stands, school shanties, etc. should be kept back from roads so people have room to park while safely loading into their vehicle. The Commissioners felt the County Road Commission regulates these.
 5. Sri Komaragiri will work on it and bring it back to the Commissioners.
- B. Sri Komaragiri presented her revised Section 13.15 Accessory Structures and Uses. Item B. 1 b should be blue, and Item C 2 a – g should be black.
 1. The Commissioners asked “regulations” to be replaced with “requirements” at the end of the 2nd sentence in A.
 2. The Commissioners discussed item B. 1. b. and felt it was over regulations with no need for the 2nd sentence. They also questioned “habitable space”. Sri Komaragiri will discuss with our attorney.
 3. In item B. General Requirements 3: replace ‘farm labor housing’ with “temporary housing for seasonal agricultural workers”.
 4. The Commissioners suggested Deed Restrictions should be registered at the County. Sri Komaragiri will ask our attorney if they are null and void if not registered.
 5. Item E 4 a and b will be reviewed later as a steel structure may be required for farm use.
 6. Item E 4 c will be removed as it is covered in the Intent.
 7. In Item E 7 the 30% lot coverage was felt excessive as the Master Plan wants to reduce runoff. The Commissioners also questioned the “less than an inch from a finished grade”. Sri Komaragiri will review Item E 7.
 8. In Item F 2 b “basketball goals” will be replaced with “basketball hoops”
 9. In Item G 1 e it should be G 1 a, and Item G 1 f should be G 1 b.
 10. In item G 3 the Commissioners agreed regulation of generators, but not permits, are needed. They asked if setbacks are needed. Sri Komaragiri will get clarification.
 11. In Item H the Commissioners asked to add the American Disability Act for Residential Barrier Free Ramps.
 12. The Commissioners questioned if Item I is necessary and how the Township would enforce Item I 2 as there is a 6-month time limit.
 13. Item J is for Commercial use of large dumpsters, but the Commissioners stated that it might be interpreted as a little dumpster as written.

X: Next Meeting Agenda: Section 13.15 Accessory Structures; Coal Tar Sealants; Building Height amendment to reinstall original description; 2 Master Plan review requests

XI: Public Comment: None

XII: Informational Items: John Kingsley said the Webster Fall Festival is this Saturday and on Monday, October 16th at 10:30 am our State Rep. Jennifer Conlin will have a Coffee Hour at the Township Hall.

XIII: Rick Kleinschmidt moved 2nd by Julie Nixon, to adjourn. Motion Carried. The meeting adjourned at 9:23 pm.

NEXT MEETING DATE:

Regular Meeting: October 18, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

KS:mlz

Copy to: J. Kingsley
B. Calleja
S. Komaragiri

MINUTES OF THE 540TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, OCTOBER 18, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, George Goodman, Tom Neil, Julie Nixon. Rick Kleinschmidt arrived at 7:10 p.m.

Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, and 3 citizens

I. Approval of Agenda: John Westman moved, 2nd by George Goodman, to approve tonight's agenda as presented. Motion carried.

II. Minutes of September 20, 2023: Paul Zalucha moved, 2nd by Julie Nixon, to approve the minutes as written. Motion carried.

III. Public Participation: None

IV. Township Planner & Zoning Administrator Report: Given by Sri Komaragiri. George Goodman ASKED AND SRI verified that deed restrictions that are not registered are not valid. John Westman asked for a report from our Zoning Enforcement Officer, and he would like it if the Officer would attend our Planning Commission Meetings quarterly.

V. Township Board Report: Given by John Westman.

VI. ZBA Report: Given by Rick Kleinschmidt.

VII. PDR Report: Given by John Westman.

VIII. Section 2.10 Building Height and Lot Standards (23-ZTA-03).

A. After discussion it was decided the ZBA could look at the Building Height measurement at their meeting next week so the Planning Commission could then use their input at our November meeting. Sri Komaragiri will give the ZBA a draft of the proposed language.

B. Discussion followed on Lot Standards. (Kay Stremler left the meeting at 8:30pm and returned at 8:33 pm)

1. On page 17 Sri Komaragiri will add a sentence to the Lot, Zoning definition to indicate that in the Zoning Ordinance reference to "the Lot" means Zoning Lot.

2. Sri Komaragiri will remove her blue addition on page 19 in "Side Lot Line" and will reword her blue sentence in Rear Lot Line.

3. Sri Komaragiri will look at cul-de-sac lot measurements on page 20 and assess how the lot width to depth ratio is handled by other site condominiums.

4. On page 21 in Right-of-Way "riht" will be corrected to "right". Sri Komaragiri will combine "Right-of-Way" and "Street Line" descriptions.

5. On page 22 and 23 ROW will be written out for clarification. Item A will be changed to "Private or Public".

6. On page 23 Sri Komaragiri will define where the driveway access is. She said it always comes from the front.

7. On page 24 Sri Komaragiri will correct the lower left figure as the depth on one side should not look deeper.

8. On page 25 in Section 13.80 E Sri Komaragiri will remove "a fully improved" from item (3) and add "or a subdivision" after site condominium in item 4.

C. George Goodman moved, 2nd by Julie Nixon, that Section 2.10 Building Height and Lot Standard (23-ZTA-03) be amended, and a revised draft brought back to us. A roll call vote was taken, and it carried unanimously.

IX. Draft Master Plans of Green Oak and Dexter Townships:

A. The Commissioners reviewed the Memorandums dated October 11, 2023, from Sri Komaragiri, regarding Green Oak and Dexter Townships. On page 30, for Dexter Township item 1, Sri Komaragiri will remove “Green Oak” and insert “Dexter”.

B. Paul Zalucha moved, 2nd by George Goodman, that Sri draft a response letter to Green Oak and Dexter Townships regarding our review of their Master Plan for a signature by our Chair. A roll call vote was taken, and it carried unanimously.

X. Sri Komaragiri reported she will look at other municipalities and our attorney comments regarding our Zoning Ordinance Section 13.15 Accessory Structures and Uses (23-ZTA-01).

XI. Sri Komaragiri reported the Township Board is asking the Natural Features Committee to educate residents regarding coal tar sealants. The Board made no decision on Temporary Structures.

XII. November 15, 2023 Regular Meeting Agenda: Building Lot Draft; Accessory Structures; possibly Stormwater Management.

XIII: Public Comment: None

XIV: Informational Items: The Township Board has thanked the Planning Commission for their work on St Joseph Church. Hamburg Township Vet Park will have fireworks this Friday at 6 pm. The Natural Feature Committee held their first meeting.

XV. Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn. Motion carried. The meeting adjourned at 9:20 pm.

NEXT MEETIN DATE:

Regular Meeting: November 15, 2023 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

MINUTES OF THE 541ST REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, NOVEMBER 15, 2023

The Meeting was called to order at 7:00 p.m. by Chairperson Neil in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Tom Neil, Julie Nixon, Rick Kleinschmidt, Kay Stremler, George Goodman

WTPC Members Absent: Paul Zalucha

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Charles Estleman, John Scharf

I. Approval of Agenda: Kay Stremler asked to replace “Special” with “Regular” in Item 5. Rick Kleinschmidt moved, 2nd by Kay Stremler, to approve as amended. Motion carried.

II. Approval of October 18, 2023 Minutes. George Goodman asked to insert “asked and Sri” prior to “verified”. George Goodman moved, 2nd by Julie Nixon, to accept the minutes from October 18th as amended. Motion carried.

III. Public Participation: None

IV. Zoning Administrator Report: Given by Sri Komaragiri.

VI. ZBA Report: Given by Rick Kleinschmidt.

VII. PDR Report: Given by John Westman.

VIII. The Commissioners discussed Section 2.10 Building Height & Lot Standards Definitions (23-ZTA-03): Zoning Ordinance Amendment

A. On page 13 Julie Nixon asked to add a diagram of a gambrel roof.

B. On Page 19 and 20 Julie Nixon asked to reverse “Setbacks on a typical lot” and “Setbacks on a corner lot”.

C. On page 21 change title from “Yard” to “Yards”.

D. On page 22 need to fix drawing of huge rear yard.

E. On page 23 Section 13.80.E. (3) add “Webster Township Private Road” before “Ordinance”.

F. On page 17, replace the draft cul-de-sac lot figure with the concept from the black and white print out from Sri as this concept can be used no matter the lot shape.

G. Julie Nixon moved, 2nd by George Goodman, in matter of (23-ZTA-03) to amend standard for building height and lot standard, to schedule a public hearing at next available meeting based on draft as presented with changes discussed. A roll call vote was taken, and it carried unanimously.

IX. Next Meeting Possible Agenda Items: Accessory Structures, Public Hearing for Building Height, Stormwater Management

X: Call to the Public: John Scharf related that, at their Board Meeting, they received a thank you for how nice the LaFontaine Vehicle Storage Lot looks.

XI: Informational Items/ Correspondence/Comments:

A. Julie Nixon said she will not attend our December Meeting.

B. Tom Neil asked Bill Sinkule to attend our January 2024 meeting to discuss how assessors look at structures.

XII: Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn. Motion Carried. The meeting adjourned at 7:51 p.m.

NEXT MEETING DATE

Regular Meeting: Wednesday, December 20, 2023 at 7 pm

Public Hearing: Wednesday, December 20, 2023 at 7 pm

Respectfully Submitted,

Kay Stremler, Secretary

Copy to: J. Kingsley

B. Calleja

S. Komaragiri

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MINUTES OF THE 542ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, DECEMBER 20, 2023

The Meeting was called to order at 7:00 p.m. by Tom Neil, Chairperson, in the Township Hall and the Pledge of Allegiance was recited.

WTPC Members Present: John Westman, Paul Zalucha, Kay Stremler, Tom Neil, Rick Kleinschmidt, George Goodman

WTPC Members Absent: Julie Nixon

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Charles Estleman, Gene Hopkins, Connie Savander, John Scharf

I. Approval of Agenda: Kay Stremler asked to remove “Article 18” in item 14c and insert “Article 14”. Paul Zalucha asked, in item 14b, that it be January “2024”. Paul Zalucha moved to approve the agenda as amended, 2nd by John Westman. Motion carried.

II. Approval of Minutes of November 15, 2023: John Westman said item V. Township Board Report is missing. Kay Stremler moved, 2nd by George Goodman, to approve the minutes as amended. Motion carried.

III. Public Participation: None

IV. Zoning Administrator Report was given by Sri Komaragiri. She asked the Commissioners to let her know of any possible additional 2024 Goals.

V. Township Board Report was given by John Westman.

VI. ZBA Report was given by Rick Kleinschmidt

VII. PDR Report was given by John Westman

VIII. Public Hearing on Section 2.10 and 13.80 E Building Height & Lot Standards Definitions (23-ZTA-03)

- A. Tom Neil opened the Public Hearing at 7:25 pm. and said the goal of the proposed change is to avoid going to the ZBA.
1. Gene Hopkins said he is a member of the ZBA and also a practicing architect who has dealt with this building height ambiguity for decades all across the state. He said it is difficult to calculate where half distances are, so it is up to negotiation between the Zoning or Building official and Architect. The current Zoning Ordinance says the height of the building is from the peak to the grade. He encouraged the Board to keep the height measurement to the peak as it is a well-defined number that is quantifiable by a third party, such as a surveyor, and not put the burden of what is the halfway point on others.
 2. Connie Savander said she has already spoken to the Planning Commission members on the height, and it should go back to the way it was - measuring at the midpoint where the calculation is a function of the slope of the roof which has less restrictions on the building and can allow for more architecturally pleasing designs. The surveyor measures and the midpoint is a defined height.
- B. As there were no further comments Tom Neil closed the Public Hearing at 7:31 pm.
- C. Discussion by Planning Commissioners:
1. Sri Komaragiri reviewed her memorandum dated December 12, 2023. Measuring on site would require the applicant to show two elevation measurements – midpoint and maximum height. Accessory structures height limit currently is 25 feet, as it didn't

change when measured to peak from the prior zoning ordinance midpoint, so we accidentally created a lot of non-conforming structures which would have to go to the ZBA if they decide to add on to these structures. If measured to the midpoint we allow additional usable space. The maximum height for principal structures is 40 feet and single-family homes usually are less.

- a. On page 16 in 13.80 F Paul Zalucha asked to remove number (1) as there is no (2).
- b. On page 22 Paul Zalucha asked to remove the 2nd sentence in Setback.
- c. On page 22 Tom Neil asked to correct (R.O.W).
- d. On page 27 remove point 2 from 13.80.E. and renumber. Add the point 2 content to Accessory Structures.

2. Paul Zalucha moved, 2nd by George Goodman, in matter of Text Amendment 23-ZTA-03, a motion is made to recommend adoption of the proposed amendment to the Township Board. The motion is based on the public hearing, and the draft as presented, with changes summarized by the Township Planner at tonight's meeting.

- a. Discussion followed with recognition the ZBA may give comments to the Township Board.
- b. A roll call vote was taken, and the motion was carried unanimously.

IX. Zoning Ordinance Section 13.15 Accessory Structures and Uses (23-ZTA-01)

- A. Sri Komaragiri presented her Memorandum dated December 12, 2023, and the Commissioners discussed pages 29 – 36 of 39.
 1. On page 31 Item B(1) c remove “in agricultural and residential districts”
 2. On page 31 Item B(2) remove “in subsection C”
 3. On page 31 Item (2) b remove as it is an enforcement issue.
 4. On page 32 Item C (1) a i remove “for” and replace “required” with “permitted”
 5. On page 32 Item C (1)c end sentence with “as permitted”.
 6. On page 32 replace C(1)d with extra page.
 7. On page 33 move D. Farm Market or Roadside Stands to Article 13 General Use Standards.
 8. On page 33 Item (3) b add “in the Zoning Ordinance” at the end – also add it at the end of (2)b. In item 2.05 clarify “unless otherwise”.
 9. On page 34 Item E(1)b add “roof top solar panels”
 10. On page 34 Item F(3) add “for” prior to “access”.
 11. On page 34 add “moving pods” to item G.
 12. On page 34 E Utility Structures doesn't match the definition.
 13. On page 35 I. remove items 2 and 3 to insert the Additional page A. Permit Requirements and renumber the section. Also add a row for portable generators with no permit required but must comply.
 14. On page 35 additional page A Permit Requirements reword Concrete Pads for generators and generators. Also remove “except portable and seasonals blinds” and reword Deer Hunting Blinds.
 15. On page 35 additional page A Permit Requirements add Farm Markets yes and yes. Also add Roadside Stands no and yes.
 16. On page 36 remove Item H until the Planning Commission ~~priorities~~ PRIORTIZES THE impervious surface limits and has time to understand and apply Best Practices.
- B. Paul Zalucha moved, 2nd by George Goodman, in matter of Text Amendment 23-ZTA-01, a motion is made to postpone the consideration of the proposed amendment to Section

2.10, 13.15, and 13.80 of the Webster Township Zoning Ordinance. Further discussion is required based on the items summarized by the Township Planner at tonight's meeting. A roll call vote was taken, and it carried unanimously.

X: 2024 Planning Commission Annual Report was discussed.

XI. Next Meeting Agenda: Section 13.15 Accessory Structures; Presentation by Bill Sinkule.

XII: The Stormwater Management review team had a productive kickoff meeting and may have a draft ready for the March meeting.

XIII. The Commissioners reviewed the Fiscal year 2024 meeting schedule.

XIV. Public Comment: Connie Savander outlined the ZBA action/inaction regarding the proposed change to the height measurement.

XV. Informational Items: Tom Neil encouraged the Commissioners to look at the MTA legislative update on Renewable energy.

XVI: George Goodman moved 2nd by Paul Zalucha, to adjourn. Motion Carried. The meeting adjourned at 9:55 pm.

NEXT MEETING DATE:

Regular Meeting: January 17, 2024 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri