

MINUTES OF THE 544TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, FEBRUARY 21, 2024

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

WTPC Members Absent: John Westman

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, John Scharf, Peter Stevens, David Daily

I. Approval of Agenda: Kay Stremler asked to change article 13 to article 14 in item 16a. Rick Kleinschmidt moved, 2nd by Julie Nixon, to approve as amended. Motion carried.

II. Election of Officers:

A. George Goodman nominated Tom Neil for Chairperson, 2nd by Paul Zalucha. A roll call vote was taken, and it carried unanimously.

B. Tom Neil nominated George Goodman as Vice Chairperson, 2nd by Julie Nixon. A roll call vote was taken, and it carried unanimously.

C. Tom Neil nominated Kay Stremler for Secretary, 2nd by Paul Zalucha. A roll call vote was taken, and it carried unanimously.

III. Approval of January 17, 2024 Minutes. Tom Neil asked to add a hyphen between “re” and “letter” in item VIII B 3. Paul Zalucha moved, 2nd by George Goodman, to approve the minutes as amended. Motion carried.

IV. Public Participation: Peter Stevens mentioned Zoning Ordinance Article 3 Section 3.30 B4 requires the Zoning Enforcement Officer to keep records of complaints and inspections. He asked the Planning Commission to recommend to the Township Board that the Zoning Enforcement Officer have more specifically outlined responsibility on their official reporting capacity.

V. Zoning Administrator Report: Given by Sri Komaragiri. She asked the Commissioners to let her know if they are able to attend the May 4, 2024 meeting with Right to Farm of MDOT.

VI. Township Board Report: Given by John Kingsley

VII. ZBA Report: Given by Rick Kleinschmidt.

VIII. PDR Report: ~~Given by Tom Neil.~~ NONE GIVEN

IX. Natural Features Committee Report: Given by Kay Stremler.

X. Section 13.15 Accessory Structures and Uses (23-ZTA-01)

A. In Item B 4 and B 4b.- change “breezeway” to “hallway”? Sri Komaragiri to review.

B. In Item E 1a - remove comma between “districts” and “shall”.

C. In Item F - Remove “Residential”. Also strike out #3 and rewrite #2 to instead say “Ramp shall meet minimum ADA requirements with minimum encroachment in setback”.

D. In Item G - remove “a” prior to “roll-off” in first sentence.

E. In Item H - Reference Section 13.160 and change description to include nonresidential uses in Ag and Residential Districts. Also add Section 13.160 to the table.

F. In Item I d - change after “Examples include” to add “but not limited to”. Also remove small greenhouses from the examples.

G. Under Utility Structures - remove the periods at end of items j. and k. For l. Residential Barrier Free Ramps - remove "Residential" and say ~~no and no~~ YES AND YES.

H. In Item J -Add Section 13.160

I. In Section 2.10 Definitions

1. In the definition of Structures add "placed" after "erected in or"

2. Sri Komaragiri will ask the attorney about the one full kitchen statement as many Dwelling Units now have a second kitchen.

3. Hallways, Breezeways, and Shipping Containers will be discussed at our next meeting.

4. In definition of Accessory Building or Structure - remove sentence "Such structures or buildings shall include sheds, gazebos, tennis courts, swimming pools."

J. Kay Stremmer moved, 2nd by Julie Nixon, In the matter of Text Amendment 23-ZTA-01, a motion is made to postpone the consideration of the proposed amendment to sections 2.10, 13.15, 1380, 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.

XI. Annual Report Draft: The Commissioners reviewed it and made corrections.

A. On page 23: Meetings - remove the "," between "necessary" and "according" regarding Special meetings.

B. On page 24:

1. Under 2023 Goals #3 Update - it should be Article "14" instead of "13".

2. Under Petitions Summary #4 - remove the "(just before "tiny"

C. On page 25:

1. Center the "x"s and it should be "X" under Special Land Use Recommendation for St. Joseph Catholic Church Phase II

2. Domestic Animals (Section 13.25) should be separated from the Nuisance Ordinance amendment with a date of March- Dec 2023 in the Zoning Ordinance Text Amendment section.

3. Zoning Ordinance Text Amendment:

a. Add Accessory Dwelling Unit Section 13.15

b. Add Building Height and Accessory Structure

D. On page 26:

1. Make "X" for Residential Design Standards

2. Under Review Team Meetings - Accessory Structures and Uses Meeting Dates- add commas so it is Sept 06, Oct 5, & Dec 7

E. On page 27: Add goal "Complete Stormwater Management Amendment."

XII. Kay Stremmer gave an update on Article 14 Stormwater Management Standards

XIII. St Joseph Church Site Bollard replacement Memorandum dated 2/12/2024: The Commissioners agreed this is a minor amendment and asked that Phase I bollards be reviewed also.

XIV: Possible topics for March meeting: Section 13.15, Accessory Structures, Planning Commission Annual Report, St Joseph lighting update, Lima Twp summary, March 5, 2024 Board meeting update

XV: Call to the Public: David Daily said ADA requirements are very expensive for homeowners. He also verified that the Zoning Ordinance has lighting standards to protect dark sky.

XVI: Informational Items/ Correspondence/Comments: Kay Stremler reviewed the Huron River Watershed Council concept on Water Quality and Land Use. She also distributed “Land Use for a Healthy Watershed”. Tom Neil highlighted the “MPSC Process” and “CREO Process” for renewable energy as helpful Commissioner information.

NEXT MEETING DATE

Regular Meeting: Wednesday, March 20, 2024 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”.