

MINUTES OF THE 418TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JANUARY 16, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Wilber Woods, Erica Perry, Gary Koch, Rob Mitzel, Cynthia Zuccaro, Dave Lovell, Paul Zalucha

WTPC Members Absent: None

Also Present : Martha Zeeb, John Kingsley, Mary Dee Heller, Bruce Pindzia, 5 citizens

I. Approval of Agenda- Cindy Zuccaro moved, 2nd by Erica Perry, to approve the January 16, 2013 Agenda. Motion carried.

II. Approval of Minutes for December 19, 2012 Regular Meeting. Erica Perry moved, 2nd by Cindy Zuccaro, to accept the minutes with the correction of the spelling of Paul Zalucha's name in item II B. Motion carried.

III. Citizens Wishing to Address the Commission: None

IV. Township Board Report

A. Gary Koch said the Parks and Recreation committee will meet in February. The Board discussed the proposed budget.

B. Gary Koch said the Michigan Township Assoc. magazine has an article on Cell Towers and another on Conditional Zoning. Rob Mitzel said he would give copies to the Commissioners at the Joint Meeting with the Township Board.

V. Zoning Officer Report: See the 2012 Planning, Zoning and Engineering Annual Report dated January 7, 2013 (attached).

OLD BUSINESS:

VI. Planning Consultant Discussion

A. Mr. Dick Carlisle of Carlisle/Wortman Associates, Inc. said his firm started in 1987 and is located in Ann Arbor, Plymouth and Mount Clemens. They have 20 on staff and currently work with 40 Michigan Townships - 11 of them in Washtenaw County. He passed out a map of Clients Represented (attached).

1. If we select his firm he has assigned Doug and Sally as they have a lot of experience with Northfield and Ann Arbor Townships, respectively.

2. They can work on an as needed basis but he likes retainer agreements so they provide service to the Zoning Administrator on an ongoing basis. They can attend our meetings, depending on our budget. Rob Mitzel asked if they can do between meeting research as part of the retainer and Mr. Carlisle said it could be put in the retainer with the Master Plan being a separate agreement.

B. Mr. Patrick Sloan of McKenna Associates said his firm started in 1978 and is located in Northville, Kalamazoo and Cleveland. They have 30 employees and service 40 Michigan Townships.

1. If we select McKenna Assoc. Patrick Sloan, AICP, would be our Planner, with access to their talented staff including a graphic designer that can put drawings in a zoning ordinance for good communication. Patrick Sloan said he was raised in Scio Township and has 11 years experience, including 6 years as Dexter Township Planner.

2. He said they would work on a contractual basis at \$80/hr but large projects such as a Master Plan would have a new proposal with a time line and price quote as it is harder to control costs with time and material. They could work on a flat rate retainer- whatever meets our needs.

C. The Commissioners discussed the candidates. Rob Mitzel said Patrick Sloan has experience with the area but Carlisle does many neighboring communities, though he is concerned that the Northfield meeting is the same night as ours. Rob said he would talk to both before the meeting with the Township Board on January 29th. He would like a Planner at most Township Meetings to refer questions to but we will see about the cost.

VII Sign Ordinance – Rob Mitzel reviewed the Working Copy of Sign Ordinance Changes – January 2013 (attached). He discussed his reorganization into Prohibited, Allowed without permits, and Allowed with permits. He made some additions based on Northville ordinance. The Commissioners thought it was easier to find things with the new format and wanted to go through it in detail. They will discuss Section B “General Sign Regulations” next month.

VIII Proposed 2013-2014 Budget and Work Items

A. Rob Mitzel said he met with John Kingsley and is keeping the proposed Budget the same as the current year, with the exception of increasing Eng/Planning Consultant to \$12,000 and decreasing PC mileage to \$750. The current year budget totals \$18,300 and he proposes next year to total \$28,250.

B. The Commissioners suggested Cell Towers and Master Plan might be extra budget items.

NEW BUSINESS:

IX Set Public Hearing for Rezoning Application for 4144 Mast Road.

A. The Application from Leon Agan, trustee of the Elsie G. Agan Trust, is to rezone from Ag to Industrial for 7.9 acres north of Joy Road and south of Milligan Landscaping. The property is Master Planned for Industrial.

B. Rob Mitzel prepared a draft “Webster Township Public Hearing Notice for Rezoning” (attached). Cindy Zuccaro moved, 2nd by Erica Perry, to set a public hearing for rezoning application of 4144 Mast Road on February 20, 2013 at 7 pm as written in the draft notice to be published. Motion carried.

X. Agenda Items for Joint Meeting with Board of Trustees January 29, 2013 – After discussion the Commissioners decided items should include the Budget, Work Plan and Master Plan Update, Sign Ordinance, Barn Use, and False Burglar Alarm stand alone ordinance. Erica Perry suggested maps from the Build Out analysis be shown to the Board. John Kingsley said he would send a notice to the Township Board for 7:00 pm on January 29, 2013.

XI Citizens: None

XII. Paul Zalucha moved, 2nd by Gary Koch, to adjourn. Motion carried. The meeting adjourned at 9:22 p.m.

NEXT MEETING DATE:

Joint Meeting: Tuesday, January 29, 2013 at 7:00 p.m.

Regular Meeting: Wednesday, February 20, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

Copy to: J. Kingsley
M. Heller
B. Pindzia

MINUTES OF THE 419TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY , FEBRUARY 20, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Cynthia Zuccaro, Erica Perry, Dave Lovell, Gary Koch.

Members Absent: Paul Zalucha (excused).

Also Present: Charles Estleman, Mary Dee Heller, Heidi Mitzel, John Kingsley, Leon Agan Jr. and Ken Fultz.

III. Approval of the February 20, 2013 Agenda. Motion Gary Koch second Wilber Woods to approve the agenda as presented. Motion carried.

IV. Approval of the January 16, 2013 Regular Meeting Minutes: Motion Erica Perry second Gary Koch to approve the January 16, 2013 minutes as presented. Motion carried.

Approval of the January 29, 2013 Special Meeting Minutes: Motion Erica Perry second Gary Koch to approve January 29, 2013 Special Meeting Minutes with the following three changes: IV A 4 strike with no plans to resume, IV B 5 replace the work plan with exploring the TDR option and VII A strike and they are not protected by the right to farm act. Motion carried.

V. Comments from Citizens: none.

VI. Township Board Report given by Gary Koch.

VII. Zoning Officer Report. Chairperson Rob Mitzel did not receive anything from Bruce Pindzia.

Public Hearings

VIII. Request to Rezone Parcel C-03-32-300-020 (4144 Mast Road, Dexter, MI) from the Agriculture District (AG) to the Industrial District (I).

Public Hearing: Chairperson Rob Mitzel opened the public hearing. He acknowledged that there were no written comments received. Petitioner Leon Agan Jr. is the trustee of his parents' estate and would like to sell. There is a principal agreement with adjacent neighbor Thompson Shore and Mr. Agan would like to have this property zoned industrial. The property is currently zoned agricultural. Erica Perry had a question regarding the agreement with Thompson Shore. Mr. Agan had Mr. Ken Fultz, Vice President of Operations of Thompson Shore, speak as part of the petitioner's presentation. Mr. Fultz expressed interest in utilizing the subject property for future expansion for warehouse and distribution center with entrance off of Mast Road. Their Board wishes to have the property rezoned industrial prior to them purchasing it. Erica Perry asked what the increase in traffic would be. Mr. Fultz said that there wouldn't be an increase in traffic. Traffic would move from Joy Road to Mast Road.

Chairperson Rob Mitzel opened the Public Hearing to comments from public. There were no comments. Chairperson Rob Mitzel closed the Public Hearing.

Planning Commission Discussion/Action: Chairperson Rob Mitzel reminded the Commission that this is a general rezoning request which if granted would allow all Industrial uses. This property is master



planned for Industrial. The Zoning Administrator Report recommends approval of the zoning request. Paul Zalucha had asked Chairperson Rob Mitzel to check if sewer access existed. Information provided to Chairperson Rob Mitzel by Mr. Pindzia and Mr. Kingsley stated that sewer and water access is included in Act 425 Agreement with the Village of Dexter but is not physically present at the property. Erica Perry went through the criteria included in Section 3.70.B(12). She had concern about potential traffic impact.

Motion Erica Perry second Cynthia Zuccaro recommend to Township Board to approve rezoning request for Parcel C-03-32-300-020 also known as 4144 Mast Road from Agricultural District to Industrial District. Motion carried 6-0.

Action Items

IX. Election of Planning Commission Officers

(a) Chairperson: Motion Erica Perry second Cynthia Zuccaro to reelect Rob Mitzel as Chairperson. Motion carried.

(b) Vice Chair: Motion Erica Perry second Gary Koch to reelect Paul Zalucha as Vice Chairperson. Motion carried.

(c) Secretary: Motion Dave Lovell second Erica Perry to reelect Wilber Woods as Secretary. Motion carried.

Discussion Items

X. Sign Ordinance: Commissioners discussed draft language and decided to take different approach at next meeting by just revising specific areas of existing ordinance to address content neutrality.

XI. Follow-up Items from January 29th Joint Meeting with Board of Trustees: Commissioners discussed the outcome of the Joint Meeting. It was decided that at the March Meeting to focus on sign ordinance and Master Plan updates.

XII. Master Plan Items: Commissioners had discussed this as part of the previous item.

XIII. Numbering System for Planning Commission Action Items: Commissioners agreed to utilize numbering system as proposed by Chairperson Rob Mitzel.

XIV. Citizens wishing to address the Commission: None.

XV. Information Items/Correspondence: Chairperson Rob Mitzel listed the received correspondence. He also mentioned that a Site Plan has been submitted for Arlington Woods Subdivision and that the ZBA approved a variance for the Frosty Apple barn at their meeting on February 12, 2013.

XVI. Motion Erica Perry second Gary Koch to adjourn. Motion carried. The meeting adjourned at 9:07 p.m.

Respectfully Submitted,



Wilber Woods, Secretary

MINUTES OF THE 420TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MARCH 20, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Paul Zalucha, Cynthia Zuccaro, Erica Perry, Dave Lovell; Gary Koch

Members Absent: None

Also Present: Charles Estleman; Mary Dee Heller; Martha Zeeb, John Kingsley, Bruce Pindzia

I. Approval of Agenda – Motion by Erica Perry, 2nd by Cindy Zuccaro, to approve as written. Carried.

II. Approval of Minutes of February 20, 2013 Regular Meeting: Erica Perry moved, 2nd by Gary Koch, to approve as written. Motion carried.

III. Comments from Citizens: None

IV. Township Board Report: Gary Koch said that the Township Board approved the budget. The Planning Commission will have \$6000 for a Planner, and a pay raise for the Planning Commissioners and the ZBA, in the budget. The Board approved the Agan rezoning. The Spring Cleanup is scheduled for April 20, 2013. An Email from the Township Board (which Rob Mitzel read aloud) requested the Planning Commission to deal with Event Barns as a Special Use in the Ag District.

V. Zoning Officer Report – Bruce Pindzia said Jenny Farm Market is in the legal process and Arlington Woods Site Plan is not ready for the Planning Commission.

Discussion items:

VI Sign Ordinance – Rob Mitzel explained that at the last meeting we decided to leave the ordinance organized as is and adjust items based on the Sign Workshop.

A. The Commissioners discussed item 13.140 H Ag District for permanent allowed signs.

1. They agreed a parcel would be allowed one permanent sign per road frontage as it is fair, content neutral, and easily defined.

2. Discussion followed on the sign size for permanent signs. Dave Lovell suggested, and the Commissioners agreed, to let the sign be up to 18 square feet if the parcel is more than 2 acres. Parcels less than or equal to 2 acres would be allowed a permanent sign of up to 9 square feet. Permanent signs can be printed on both sides.

B. The Commissioners discussed 13.140 I Residential Districts.

1. The Commissioners agreed to allow a parcel to have one permanent sign per road frontage. It can be up to 9 square feet in size so it is similar to the Ag District.

2. The Commissioners discussed entrance signs mentioned in item 13.140 I 2. They said large entrance signs should be treated the same way in all Districts.

3. The Commissioners decided that sign setbacks should be the same for all signs in all Districts.

C. The Commissioners discussed item 13.140 J Commercial, Office, and Industrial Districts.

1. Paul Zalucha said to eliminate the word “identification” from item J 1 b so it is content neutral.

2. Erica Perry suggested, and the Commissioners agreed, to leave the rest of J alone as it is content neutral but to call it Allowed Signs.

D. Section 13.140 K Permits and Fees

1. General discussion on permits followed and it was agreed that allowed signs in the Ag and Residential Districts don’t need a permit. Exempted signs will be discussed later.

2. Commercial Districts will be allowed signs but will need a sign permit, preferably though a site

plan and separately if the sign is moved to a new location.

3. Rob Mitzel said for next month he would make the text changes and we can discuss permits and exempted signs.

V. Master Plan Items

A. Rob Mitzel wanted to identify a strategy to update the Master Plan and identify what items will need more study and information. He went over the 12 parts of the current master plan and the implementation matrix that relates to the master plan.

B. The Commissioners suggested more data is needed for traffic, environment, population, and mixed use developments. Rob Mitzel will try to see what information is out there.

VI. Citizens Wishing to Address the Commission: None.

VII. General Discussion

A. Rob Mitzel had the MTA Planning and Zoning Magazine and also the Michigan Township News.

B. Event Barns – Rob Mitzel said he would put on next month's agenda to make Event Barns a special land use in the Ag District. Gary Koch said he would ask the Township Board for specifics they want us to consider.

VIII. Paul Zalucha moved, 2nd by Cindy Zuccaro, to adjourn. Motion carried. The meeting adjourned at 8:48 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, April 17, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

copy to: J. Kingsley

M. Heller

Bruce Pindzia

MINUTES OF THE 421ST REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 17, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Wilber Woods, Rob Mitzel, Cynthia Zuccaro, Dave Lovell, Paul Zalucha

WTPC Members Absent (Excused): Erica Perry, Gary Koch

Also Present : Martha Zeeb, John Kingsley, Charles Estleman

I. Approval of Agenda- Paul Zalucha moved, 2nd by Cindy Zuccaro, to approve the Agenda as presented. Motion carried.

II. Approval of Minutes for March 20, 2013 Regular Meeting. Cindy Zuccaro moved, 2nd by Dave Lovell, to accept the minutes as written for the March 20, 2013 meeting. Motion carried.

III. Citizens Wishing to Address the Commission: None

IV. Township Board Report - As Gary Koch was absent Cindy Zuccaro reported that the Township Board discussed the Gordon Hall parking and it was postponed indefinitely. The Road Commission will put on 3 single coats of brine at a cost of \$37,254

V. Zoning Officer Report: None

ACTION ITEMS

VI. Set Public Hearing Date for Arlington Woods Site Plan

A. Based on a letter, dated April 3, 2013, from Mr. Patrick Sloan of McKenna Associates (attached) and a memorandum from Bruce Pindzia, dated April 11, 2013 (attached) with many items of concern to be addressed the Commissioners were not sure Arlington Woods could be ready for us to do a timely Preliminary and Final Site Plan review prior to the May meeting.

B. Paul Zalucha moved, 2nd by Cindy Zuccaro, to table Item a- "Set Public Hearing Date for Arlington Woods Site Plan" to the May 2013 meeting. Motion carried.

C. Rob Mitzel will confirm that we need an Impact Assessment.

DISCUSSION ITEMS

VII. Sign Ordinance

A. Paul Zalucha reminded the Commissioners that Sign Ordinances need to be clear, not conflicting, and not violate 1st amendment rights.

B. Rob Mitzel said tonight we would work on F) Exempted Signs and K) Permits and Fees. The Commissioners wanted clear wording on exempted and permitted as it is confusing. Rob Mitzel will change language to allowed and allowed with permit, etc.

C. The Commissioners decided to eliminate Item F- Exempted Signs.

1. Item 1 should be moved to item C- Signs Permitted in all Districts.

2. Item 2 -political signs - should be moved to E- Temporary Signs as they are Temporary in the training manual.

3. Item 3 are allowed in all Districts so move it to C-Signs Permitted in all Districts.

4. Item 4, flags, will be limited to 5 flags per parcel in the Commercial District and allow them in all other districts.

5. Item 5 should be moved to C – Signs Permitted in All Districts.

D. The Commissioners discussed K – Permits and Fees.

1. Item 1 will remain except the words "or no copy changed" will be deleted.

2. Item 2 will remain except we will delete "or to change copy thereon".

3. Item 3 – Rob Mitzel will ask Bruce Pindzia for additional application information.
4. Rob Mitzel said he will combine Section J and Section K. Section C, H & I are allowed without a permit, Section D is not allowed and Section G is nonconforming.

VIII Barn Special Events

A. Rob Mitzel said the Township Board has requested the Planning Commission to add Barn Special Events as a Special Land Use in the Ag District. He submitted Draft November 28, 2012, Paul Smith's memo and Dexter Township's Section 16.26: Special Event Facilities (all attached) for consideration. In addition he received an email from Bruce Pindzia defining special events as use of a building for organized meetings and for profit to be in the definition.

B. The Commissioners discussed Intent in Draft November 28, 2012 and decided to remove "especially those located on working farms" and to add "existing" before structures so that the Intent will now read "The intent of this section is to promote the preservation and viable use of existing structures of recognized agricultural heritage."

C. Rob Mitzel suggested items that might be included as minimum standards to limit the number of requests that would come forward, or as items the Commissioners would consider when evaluating a request to prevent detrimental impact.

D. John Kingsley suggested criteria not be listed in the zoning ordinance but simply recognize Barn Special Events exist and define it. The Commissioners could evaluate how the circumstances of the special use permit case fits when the request comes. A Special Use Permit can limit the length of time of the permit. Bruce Pindzia would enforce what is stated in the permit that is issued.

E. Rob Mitzel will find examples of other communities. He asked the Commissioners to let him know in the next two weeks if they have items that they wish to discuss at the May meeting.

IX. Citizens: None

X. Correspondence – None except Township News and Michigan Planner magazines.

XI. Paul Zalucha moved, 2nd by Cindy Zuccaro, to adjourn. Motion carried. The meeting adjourned at 9:02 p.m.

NEXT MEETING DATE:

Regular Meeting: Wednesday, May 15, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

Copy to: J. Kingsley

M. Heller

B. Pindzia

MINUTES OF THE 422ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MAY 15, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Paul Zalucha, Cynthia Zuccaro, Erica Perry, Dave Lovell, Gary Koch

Members Absent: None

Also Present: Charles Estleman, Martha Zeeb, John Kingsley

I. Approval of Agenda – Motion by Erica Perry, 2nd by Cindy Zuccaro, to accept the agenda as written. Carried.

II. Approval of Minutes of April 17, 2013 Regular Meeting: Erica Perry moved, 2nd by Gary Koch, to approve the minutes as amended with two corrections - Draft 28 in VIII A and VIII B should be Draft November 28, 2012 and the member absences were excused. Motion carried.

III. Comments from Citizens:

- A. John Kingsley explained that a company wants to install a short tower on private property in the Scully Road area for Broadband reception which is against our Zoning Ordinance. The Township Board may ask the Planning Commission to look at the Zoning Ordinance.
- B. John Kingsley said Burton Hoey has signed the consent judgment agreement.

IV. Township Board Report: None as the Board will meet next week.

V. Zoning Officer Report – Rob Mitzel has not received a formal report from Bruce Pindzia. The Township received the Arlington Woods Site Plan just a week ago and Bruce is reviewing it.

ACTION ITEMS:

VI. Set Public Hearing for Arlington Woods Site Plan - Due to time constraints to review the site plan prior to publicizing a Public Hearing in the Dexter Leader, Dave Lovell made a motion to table Arlington Woods Site Plan until the next regularly scheduled meeting. Motion was 2nd by Cindy Zuccaro. The Commissioners voted and it passed unanimously.

DISCUSSION ITEMS:

VII. Sign Ordinance – The Commissioners reviewed the revised Section 13.140 Sign Regulations (attached)

- A. The Commissioners discussed 13.140 D Prohibited Signs.
 - 1. The Commissioners agreed to move D (1) Miscellaneous Signs and Poster to Section B – General Sign Regulations.
 - 2. The Commissioners agreed to remove “except as provided in subsection 13.140 (E)” from D (2).
 - 3. The Commissioners decided to remove D(3) Swinging Signs as it is similar to item D (4).
 - 4. The Commissioners agreed to remove “Except as otherwise provided in this section” from item D (4) Moving Signs.
 - 5. Much discussion involved item D (5) Parking of Advertising Vehicles. Paul Zalucha said the Township needs to allow all messages. Rob Mitzel will clean up the language.
 - 6. The Commissioners deleted item D (6) Portable Signs as there is not a definition of them.
 - 7. The Commissioners deleted both item D (7) Billboards and the definition of Billboards as we already limit them because of their size.

8. The Commissioners deleted D (8) Signs in the Right-of-Way as it is redundant.
9. The Commissioners discussed D (9) Unclassified Signs.
 - a. The Commissioners moved item D (9) (a) Signs that imitate an official traffic sign or Signal to item B General Sign Regulations.
 - b. The Commissioners removed “or immoral character” from the end of D (9) (c) and replaced it with “nature”.
 - c. The Commissioners deleted D (9) (e) and D (9) (f) as wall signs are allowed on Ag barns and in Commercial.
 - d. The Commissioners changed D (9) (g) Roof Signs to Sign on Roof of Building. However, Rob Mitzel will add to C (8) that it includes barn roof and patterns in shingles for barns.
 - e. Rob Mitzel will clean up the Prohibited section, making them just a list of items and remove “shall be prohibited” as the whole Section D is prohibited. He asked how to deal with Agribusiness, PUD, Mobile Homes and Public Land Districts and this will be discussed later.

VIII. Barn Special Events

A. Rob Mitzel reviewed his Draft May 2013 (attached) to determine what conditions in the Intent section are minimum requirements and what other items must be discussed at the site plan review.

1. The Commissioners decided minimum criteria would be setbacks, parcel size and the age of the structure. The owner would need to go to the ZBA if they don’t meet setback requirements.

2. The Commissioners decided that Barn Special Events will need parking, lighting, no port-o-johns or temporary structures, and that the Event Barn be an accessory structure so the owners live on the site. The Commissions wanted a Hold Harmless Agreement from them. Commissioner Cindy Zuccaro did not agree with port-o-john and temporary structure regulations.

3. The Commissioners will decide on a case by case basis items such as hours and frequency of operations, safety, fire, traffic, and if the size is sufficient.

4. The Township Board will decide if the criterion needs to be changed when the owners renew the special use permit.

IX. Citizens Wishing to Address the Commission: Charles Estleman mentioned signs could be on cattle.

X. General Discussion - Rob Mitzel had the MTA Planning and Zoning Magazine and also the Michigan Township News.

XI. Paul Zalucha moved, 2nd by Dave Lovell, to adjourn. Motion carried. The meeting adjourned at 9:23 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, June 19, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

copy to: J. Kingsley

M. Heller

Bruce Pindzia

MINUTES OF THE 423RD REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JUNE 19, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Wilber Woods, Rob Mitzel, Cynthia Zuccaro, Dave Lovell, Paul Zalucha, Erica Perry, Gary Koch

WTPC Members Absent : None

Also Present : Martha Zeeb, John Kingsley, Charles Estleman, Mary Dee Heller, Bruce Pindzia

I. Approval of Agenda- Erica Perry moved, 2nd by Gary Koch, to approve the Agenda as written. Motion carried.

II. Approval of Minutes for May 15, 2013 Regular Meeting. Cindy Zuccaro moved, 2nd by Erica Perry, to accept the minutes of the May 15, 2013 meeting with the amendment that Commissioner Cindy Zuccaro did not agree with port-o-john and temporary structure regulations in item VIII A 2. Motion carried.

III. Citizens Wishing to Address the Commission: None

IV. Township Board Report - Gary Koch reported that the Township Board gave approval for Gordon Hall's Civil War Days at the May Meeting. At the June Meeting they held a public hearing for Thompson Shore and gave them a 12 year industrial tax exemption to buy new equipment and hire more employees. Rob Mitzel asked if there was discussion on the tower on Scully Road. John Kingsley said they did not as the tower people did not return his call.

V. Zoning Officer Report: Bruce Pindzia said he has not yet received Jenny's Farm Market consent Judgment signed by the Judge but he has gotten a site plan. It does not meet our Zoning Ordinance standards.

ACTION ITEMS

VI. Set Public Hearing Date for Arlington Woods Site Plan

A. Rob Mitzel said that he and John Kingsley, Bruce Pindzia and the developers met the last Wednesday of May. The developers have submitted a revised site plan (SP 13-01c) which has been reviewed by Bruce Pindzia and McKenna Associates. As they recommend approval subject to minor conditions we are now ready for a public hearing.

B. Erica Perry moved, 2nd by Cindy Zuccaro, to hold a public hearing on Wednesday July 17, 2013 at 7 pm. regarding preliminary and final site plan of Arlington Woods. Motion Carried unanimously.

C. Rob Mitzel encouraged the Commissioners to visit the site. Bruce gave the Commissioners a copy of the site plan to review prior to the public hearing.

DISCUSSION ITEMS

VII. Sign Ordinance

A. Rob Mitzel said tonight we would work on E) Temporary Signs and F) Non-Conforming Signs - See Webster Township Draft Sign Regulations – June 2013 (attached). Also the Township Board requested he tighten D) Prohibited Signs with a list (attached). He included new wording for Vehicle Signs.

1. Paul Zalucha said the Vehicle Signs wording cannot say "advertising copy". Rob will strike "advertising copy" and instead insert "sign" at the end of the sentence.
2. Cindy Zuccaro asked if an antique vehicle would be okay with a sign on it. Paul Zalucha said an active vehicle is okay. Rob Mitzel said the "primary" purpose of

- parked as a sign is the issue.
- B. E) Temporary Signs. Paul Zalucha stated they could be listed using the category approach or the placement, time limit approach. The Sign Seminar suggested the category approach may not stand in court.
 - 1. The Commissioners preferred the placement, time limit approach to be consistent with the permanent signs. Gary Koch suggested not having Temporary Signs but simply having 1 sign allowed per parcel as we are not monitoring it and we don't say what kind of sign. Paul Zalucha could not find anything that says we cannot do this.
 - 2. Rob Mitzel said political signs, No Hunting signs, Beware of Dog, etc signs are exempt. He will verify that Crop Signs are exempt.
 - 3. Rob Mitzel will strike E) Temporary Signs and move #5 political signs to Exempt. Paul Zalucha suggested our lawyer review this before the next meeting.
 - C. The Commissioners discussed F) Non-Conforming Signs. Rob Mitzel explained that this section applies to signs that exist when the Zoning Ordinance is adopted and that get damaged. Paul Zalucha read from the seminar about high, moderate and low risk of non-conforming signs. The Commissioners decided to leave these three items as is.

VIII Barn Special Events (See Webster Township Washtenaw County, Michigan Draft June 2013 attached.)

- A. The Commissioners revised item 12.110 B 1 (minimum standards)
 - 1. Item (a) to make the setbacks 100 feet from the property line and 200 feet from any existing structure so it is similar to kennels.
 - 2. Rob said item B 1 b for parcel size is so the property can handle parking. Paul Zalucha said Dexter Township requires 20 acres. Dave Lovell said to use 20 acres and they can apply to the ZBA if they have less. Most of the Commissioners agreed so Rob Mitzel said he would use 20 acres.
 - 3. Item B 1 (c) Age of Barn will be removed as a minimum standard and instead put this in Section C so the applicant can explain how the barn meets the intent of Ag Heritage.
- B. The Commissioners revised item 12.110 B 2 (requirements)
 - 1. The Commissioners discussed 2 a. Cindy Zuccaro felt Barn Special Events need tents and if we force them to put a bathroom inside it will promote commercial. Erica Perry said the use of tents, etc. depend on how frequently they are needed. Gary Koch felt the purpose was to save historical barns and a wedding would want a real bathroom. It was decided to leave the wording as is for now.
 - 2. The Commissioners removed item b and replaced it with "The owner must live on site or an adjacent parcel" as they should then be more considerate of the neighbors. In addition "in a manner harmonious with neighboring properties" will be added to the end of the sentence in 12.110 A. Intent.
 - 3. The Commissioners removed the 2nd sentence in item 2 c and changed the next sentence to "All parking areas shall be clearly marked to sustain the frequency of use."
 - 4. The Commissioners removed item (e) Outdoor Lighting shall comply with Section 13.200 and instead moved "Outdoor Lighting" to be an item in 12.110 C.
 - 5. The Commissioners wanted added to item (f) that they should also carry liability insurance.
- C. The Commissioners revised items in 12.110 C (items to be managed)

1. b) Sanitation, including location of dumpsters “and frequency of disposal”
2. e) Traffic – means traffic patterns and how to manage traffic
3. i) strike “including maximum occupancy of the structure” and insert it at the end of item C (a).
4. Add j) How this proposed use meets the intent of this section.
5. Add k) Outdoor Lighting

D. Erica Perry moved, 2nd by Gary Koch, to call a public hearing to amend Section 2.10 for addition of ‘ Barn Special Events’, add section 9.10.C. xxviii, add Section 9.12.B.vii, and add Section 12.110 to Resolution No. 08-11, Webster Township Zoning Ordinance, as currently amended on July 17, 2013 at 7 p.m. Motion carried unanimously.

IX. Citizens:

- A. John Kingsley said he was impressed as we accomplished a great deal tonight.
- B. Mary Dee Heller said she, Bruce, and Cindy attended a session on the Right to Farm Act. She suggested we have someone come to talk to us about it. Bruce will contact them to see if they can make a presentation.

X. Correspondence – None except Township News and Michigan Planner magazines.

XI. Cindy Zuccaro moved, 2nd by Wilber Woods, to adjourn. Motion carried. The meeting adjourned at 9:40 p.m.

NEXT MEETING DATE:

Public Hearing, Wednesday, July 17, 2013 at 7:00 p.m

Public Hearing, Wednesday, July 17, 2013 at 7:00 p.m.

Regular Meeting: Wednesday, July 17, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

Copy to: J. Kingsley

M. Heller

B. Pindzia

MINUTES OF THE 424TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JULY 17, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Paul Zalucha, Cynthia Zuccaro, Erica Perry, Dave Lovell, Gary Koch

Members Absent: None

Also Present: Charles Estleman, Martha Zeeb, John Kingsley, Bruce Pindzia, Patrick Sloan, Mary Dee Heller, Carol Whitney and about 20 citizens

I. Approval of Agenda – Motion by Gary Koch, 2nd by Erica Perry, to approve the agenda as presented. Motion Carried.

II. Approval of Minutes of June 19, 2013 Regular Meeting: Erica Perry moved, 2nd by Paul Zalucha, to approve the minutes as amended with two corrections - change “seminary” to “seminar” in VII B E and change “at” to “that” in item VIII B5. Motion carried.

III. Comments from Citizens: John Tasker asked how much involvement the Township had in removing the 25 mph limit sign on Joy Rd. John Kingsley said white signs are removed by Michigan State Police. Rob Mitzel asked Mr. Tasker to speak with the Township Supervisor as the Planning Commission is not involved in traffic signs.

IV. Township Board Report: Gary Koch said there will be a Jennings Road meeting tomorrow night at the Washtenaw County Road Commission. Fire Department consolidation will be on the Board’s August meeting agenda. The Board discussed putting PDR on the ballot next year.

V. Zoning Officer Report – None

VI. Public Hearing – Arlington Woods preliminary and final site plan

- A. Sean Lefere of Norfolk Homes said they had final site plan approval in 2006 but the economy delayed the project until now. He introduced Scott Betzold of Midwestern Consulting. Scott explained that this plan has two additional lots than the 2006 site plan and the lots are smaller as allowed with the new zoning ordinance. The property is currently a cornfield with a wet land at Joy Road. They will preserve the woods at the north end of the property. They have approval from the other County and State agencies.
- B. Patrick Sloan, of McKenna Assoc., reviewed his letter dated 6-6-2013 (attached). The landscaping and open space meets the zoning ordinance requirements. The cul de sac far exceeds the allowed road length and the Planning Commission can give an exception if there are unusual conditions. The parallel plan is a concern as it must be a feasible plan that meets zoning ordinance requirements.
- C. Bruce Pindzia, Zoning Administrator, said this site plan has 17 acres of open space around the perimeter of the property. He reviewed the summary section of his memo dated June 6, 2013 (attached). The cul de sac meets the Township’s Private Road Ordinance but exceeds the Zoning Ordinance so the length would need an exception by the Planning Commission. The Township Attorney has not completed his review of the Master Plan and By Laws. Bruce would like the Landscape Buffer to have the 80% opacity be a condition of approval in the Development Agreement as well.
- D. Rob Mitzel opened the Public Comment section of the Public Hearing at 7:30 pm.
 1. Alison Paine said she lives just west of Arlington Woods and teaches Environmental Science

at Lansing Community College. The open space on the west side of the project is too narrow for a wildlife corridor and there is a huge population of deer and turkeys in the area. The tiny wetland on the property drains about 200 acres and then the water crosses under Joy Road. The proposal to fill in part of this wetland for an entrance way will compromise her property's wetland. She wondered why the DEQ approved it. She said there was an offer to purchase the 20 acres behind her property and there is no road access to it on this plan.

2. Leissa Tasker said she has lived for 26 years just east of the property. The pond in their yard collects water all the way from Zeeb Road. It is not enough wetland so Joy Road floods. She was concerned about the big walnut tree at the corner and trees by the wetland. She wondered about a pull off lane at Joy Road and where the school bus would stop as the valley on Joy Road is dangerous.
 3. John Tasker owns land just to the east of the proposed entrance to the property. The entrance way is a valley and his pond is a detention pond for all the land to the northeast. It overflows and he sent pictures to the Drain Commission and Huron River Watershed Council. Traffic safety is a big concern as Joy Road is a truck route.
 4. Rob Mitzel read the correspondence (attached) received: (2 from Alison Paine dated 7-1-2013) and a letter from Janice Greatorex dated 7/1/2013.
 5. Rob Mitzel closed the public hearing at 7:55p.m.
- E. Rob Mitzel opened the meeting to discussion by the Commissioners.
1. Rob Mitzel asked Bruce Pindzia about the large Walnut tree and learned it does not appear on the site plan. Scott Betzold said there is only a 14 inch walnut on their property.
 2. Rob Mitzel asked about grading and trees along the property line. Bruce Pindzia said the trees will be taken down and there will be grading to the west property line.
 3. Rob Mitzel asked about the DEQ permit. Bruce Pindzia said they have a permit to cross the wetland to Joy Road and reroute the stream with a culvert and fill in part of the wetland with about 500 cubic yards. It is a regulated wetland by the State of Michigan.
 4. Rob Mitzel asked about road access to adjacent land and learned there has not been a formal offer on the 20 acres to the northwest. Scott Betzold said there is no need for a future connection with a stub road as the East and North is preserved and the West land is not viable for development. Paul Zalucha said in the past we required cul de sacs to have a stub road for emergency fire entrance and future development.
 5. Paul Zalucha said the parallel plan does not meet the intent of the Zoning Ordinance. Scott Betzold said lot 1 is mostly a detention pond and they met with the Zoning Engineer and agreed it is a viable plan. Bruce Pindzia said Section 13.85 of the Zoning Ordinance requires a parallel plan to demonstrate feasibility and satisfy the Planning Commission. He said the plans submitted didn't reflect the wetland and storm water management plan. Rob Mitzel read section 13.85.
 6. Erica Perry was concerned with construction disturbing the farm tile on the property and increasing the storm water problem. She asked who is responsible if it floods the neighbors.
 - a. Bruce Pindzia said the surveyor needs to find and document drain tile. Offsite drainage was taken into account by the Water Resource Commission as they reviewed and approved this. Paul Zalucha wanted to know the documentation on the water flow.
 - b. Scott Betzold said only offsite waters flow to the middle detention pond #3 and it is then taken down the ditch at a slower rate.
 7. Cindy Zuccaro asked Patrick Sloan if there would be room for a school bus to come into the entrance way. Patrick said it is at the discretion of the school. Scott Betzold said they will have a 225 foot deceleration lane – part full width and part tapered. Bruce Pindzia said it is longer than in the 2006 site plan and will impact the Tasker driveway. He will check with the school.
 8. Rob Mitzel said this is preliminary and final site plan together. He asked Patrick Sloan about a waiver on the length of the road. Patrick Sloan said Section 13.35B4 states that cul de sacs have a 600 foot limit or 1000 foot limit if the lots are at least 1 acre. Scott Betzold said the 1963 feet conforms to the Private Road Ordinance and asked why the Zoning

Ordinance is not consistent.

9. Gary Koch said the valley is a bad location for the entrance. Scott Betzold said this number of lots does not meet the threshold for the Washtenaw County Road Commission to need a Traffic Impact Study. Erica Perry was concerned with traffic safety due to the hill on Joy Road and more traffic from Arlington Woods. Bruce will check with the Road Commission.
10. Gary Koch moved, 2nd by Erica Perry, to table Arlington Woods Site Plan 13-01C to provide the following information:
 - a. Documentation to the Township on water flow and volumes with evidence and accounting for all pass through drainage
 - b. Report on safety of intersection design
 - c. Input from school district
 - d. Opinion from Township Attorney on drainage responsibility
 - e. Information on preservation of trees near vicinity of property line
 - f. Revision of parallel plan to reflect all perks – except those in woodland area, drainage, buildings and drain field envelopes reflecting isolation distances, and one parallel plan that reflects the 1000 feet cul de sac limitation per the zoning ordinance.
 - g. Paul Zalucha asked if the conditions recommended in the review letters still apply and Rob Mitzel said yes.
 - h. The Commissioners voted and the motion carried unanimously.

VII. Public Hearing - Barn Special Event Proposed Zoning Ordinance Amendment

- A. Rob Mitzel explained the history of the proposed amendment and opened the Public Hearing at 9:30 p.m.
 1. Chandrika Iyer asked if this is proposed as some event barns are grandfathered or on a request or by popularity of barn special events. There is a barn adjacent to her land that has been advertising. It doesn't meet the requirements of these proposed rules.
 2. Paul Smith said he appreciated the Commissioner's work. 100 year old barns do not have toilets. At his daughter's wedding they planned to use a tent if the weather was bad. A sight and sound barrier is appropriate if neighbors are close. It appears that the intent is to prevent and not preserve barns.
 3. John Scharf said he lives close to the barn that is on 4 ½ acres and is owned by a corporation. They are advertising to be available from Friday noon to Sunday noon. It seems commercial. He was concerned about noise. He asked what "sufficient" parking means in B 2c and suggested it be moved to B 1c. The site and sound barrier in Section B 2d is not enough if a band or DJ is outside 4 times a month. He thought C 7 Hours should be in the B requirements. He asked the duration of the Special Use permit and if they need to reapply. Noise is his primary concern, what is too much, who does he complain to, and who enforces this. Is liquor an appropriate use.
 4. Rob Mitzel read 4 letters (attached) from Mr. Smith dated 7-17-13; from Marilynn Magoon; from PJ Martin; and from Bruce Pindzia dated 6/20/2013.
 5. Rob Mitzel closed the Public Hearing at 9:50 pm.
- B. Rob Mitzel answered some of the questions.
 1. Special land use runs with the land by State law and the Township may add other licensing.
 2. Some landowners are doing this now and others are interested. The Commissioners studied it last fall and agreed to not allow it as they felt it was a commercial use in Ag and Residential. At the joint meeting with the Township Board the Township Board directed the Planning Commission to come up with appropriate language to make a Special Land use.
 3. The Commissioners felt hours and noise should be in C for the petitioner to explain their unique situation.
 4. There are procedures and review criteria for Special land uses and he read the Zoning Ordinance Section.
- C. Rob Mitzel opened the meeting to questions from the Commissioners.

1. Erica Perry said if we value historic barns that have no plumbing we can make a stipulation to clean port o johns and place them on the 20 acres where they are esthetically pleasing. B2a could be moved to C so we encourage temporary structures if there is harmony with neighbors.
 - a. Paul Zalucha asked where you can put a port o john that is pleasing and doesn't smell.
 - b. Rob Mitzel said the building department determines safety and allowing tents encourage outdoor noise.
 - c. Gary Koch said the intent was to save these old barns, but is the intent to allow tents and port o johns?
 - d. Erica Perry suggested a change of use permit for the barn from the Washtenaw County Building Dept as mentioned in PJ Martin's letter. The berm in B2c could be moved to C to allow it to be customized.
2. Gary Koch asked if 20 acres is the right size if houses are around it. Erica Perry thought 20 acres is good so parking is not an issue.
3. Erica Perry wanted to add "neighboring" before residence in B1a.
4. Paul Zalucha wanted to add a sentence to the end of A Intent to further define agriculture heritage. "A structure of recognized agricultural heritage is a structure that is significant due to its link to an important period in the past or its unique architectural features."
5. Cindy Zuccaro said we should send this to the Township Board as they have opinions and we are talking in circles. She moved to send the proposed zoning amendment for event barn to the Township Board. This died for lack of a 2nd.
6. Rob Mitzel said to add to A Intent the sentence defining heritage buildings and to B 1a the word "neighboring" before residence. He took a poll of the Commissioners and the consensus was to leave the temporary structures as is.
7. Erica Perry moved, 2nd by Paul Zalucha, to recommend for approval to the Township Board to amend Section 2.10 for addition of 'Barn Special Events', add Section 9.10.C.xxviii, add Section 9.12.B.vii, and add Section 12.110 to Resolution No. 08-11, Webster Township Zoning Ordinance, as currently amended as presented tonight with addition of definition of heritage barn at end of A Intent and addition of "neighboring" residence in B 1a.
 - a. Paul Zalucha wanted in the record that he found an article that appraisals decrease 5 to 10% on property around a nuisance.
 - b. Rob Mitzel said he thinks Event Barns are commercial in a residential area and he doesn't want to live next to a party barn so he will vote no on this motion.
 - c. Paul Zalucha withdrew his 2nd and the motion subsequently died for lack of support.
8. Paul Zalucha moved, 2nd by Dave Lovell, to recommend the Township Board do not adopt the proposed Zoning Ordinance Amendment to Section 2.10 for addition of 'Barn Special Events', add Section 9.10.C.xxviii, add Section 9.12.B.vii, and add Section 12.110 to Resolution No. 08-11, Webster Township Zoning Ordinance, as proposed and discussed tonight. A roll call vote was taken. Yes votes by Zalucha, Lovell, Woods, Mitzel, and Zuccaro. No votes by Perry and Koch. Motion carried.

ACTION ITEMS: None

DISCUSSION ITEMS: Dave Lovell moved, 2nd by Cindy Zuccaro, to table discussion on the sign ordinance to the next meeting. Motion carried unanimously.

VIII. Citizens Wishing to Address the Commission:

- A. Chandrika Iyer asked if this action allows everyone to start? Rob Mitzel said the Township Board can take action on it so she should watch their meeting agenda.
- B. Alison Pine said the Township needs a wetland ordinance as she expects her driveway and Joy Road will be damaged. She said the Road Commission say they need 500-600 feet site distance and this is only 450 feet. She would like the detention pond to be changed to a retention pond and if there are endangered species this project can be stopped.

- C. John Tasker thanked the Commissioners for doing their job as the road changes will make his property different.
- D. Leissa Tasker said her children needed to go to the Van Natters to get on the school bus as the site distance is not enough. She asked if the Township Lawyer will answer who is responsible for flood damage to her trees and replacing trees, like the 80 foot pine, and it sounds like the big Walnut tree will be damaged. The deceleration lane will start past her driveway and she paid to put boulders in her front yard so it is a big issue for her.
- E. John Schaft said this is a no win situation and he enjoys the peace. Frequency is a factor and is not reflected in the amendment language.
- F. Susan Zalucha said she likes barns but noise is not good and 200 acres won't cover it. A few times a year is okay but not every weekend.

IX. General Discussion - Bruce Pindzia said he thinks the Right to Farm training meeting will be in September.

X. Cindy Zuccaro moved, 2nd by Erica Perry, to adjourn. Motion carried. The meeting adjourned at 10:43 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, August 21, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

copy to: J. Kingsley

M. Heller

Bruce Pindzia

MINUTES OF THE 425TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, AUGUST 21, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Wilber Woods, Rob Mitzel, Cynthia Zuccaro, Dave Lovell, Paul Zalucha, Erica Perry, Gary Koch

WTPC Members Absent : None

Also Present : Martha Zeeb, John Kingsley, Charles Estleman, Mary Dee Heller, Carol Whitney, Bruce Pindzia, Patrick Sloan, Sean Lefere, Scott Betzoldt, and 3 citizens

I. Approval of Agenda- Cindy Zuccaro moved, 2nd by Dave Lovell, to approve the Agenda with the removal of item 8 –Public Hearing. Motion carried.

II. Approval of Minutes for July 17, 2013 Regular Meeting. Erica Perry moved, 2nd by Gary Koch, to approve the minutes as presented. Motion carried.

III. Citizens Wishing to Address the Commission:

A. Leissa Tasker asked what is the procedure and who should she talk to about her landscaping along Joy Road and getting the property line marked every 50 -75 feet for the bulldozer to see. She was also concerned for damage to the roots of the old Walnut tree that is on Norfolk property but leans onto her property. She asked if the water drainage will be affected to flood or dry up her pond. She also related that DeNeen Smith from Dexter Schools asked why there is not going to be a left turn lane.

B. John Tasker said the length of the road is an issue and snow removal will come to their property line. When Bruce Pindzia walked the property with them he learned their landscaping is in the road right of way so the deceleration lane is a concern. They love the big Walnut tree in the back corner of their property.

IV. Township Board Report - Gary Koch reported that the Township Board voted 4 to 3 to follow the Planning Commission's motion on the Barn Special Uses. The Zoning Ordinance will not be amended but this is not done as there are existing barns out there. They gave approval for the Webster Fall Festival on September 28, 2013. The motion to approve the Fire Department Interlocal Agreement died for lack of a 2nd.

V. Zoning Officer Report: Bruce Pindzia said the Township has received Jenny's Farm Market Consent Judgment so any future zoning violations are subject to contempt of court. The Birkle garbage property is now owned by Wells Fargo Bank and they are cleaning it up and mowing the grass. Erica Perry asked about the signs at Jenny's Farm Market and learned they are limited to 13 signs which must meet setback requirements.

ACTION ITEMS

VI. Arlington Woods Preliminary and Final Site Plan

A. Bruce Pindzia discussed his memos to the Planning Commission dated August 8, 2013 (attached) and August 21, 2013 (attached) and points brought up by the Taskers.

1. He explained where the offsite water is coming from, how it travels through the site, then across Joy Road and to the Huron River. Some vegetation will be removed and replaced. The detention ponds are designed to slow the water flow to current natural levels. The system must be maintained in the future and enforced. The Tasker's property should be impacted similar to today, and some underground drain tiles from the east 26 acres go to the Tasker property. The impact to their pond is best addressed by the Water Resources Commission.

2. The Washtenaw County Water Resources Commission requires a drainage district

(Public Act 433) be established under its jurisdiction and the project meets the technical design standards of their office. PA 433 will entail higher taxes for homeowners in this project. As Arlington Woods meets the WCWRC it also meets Webster Township Zoning Article 14.

3. Bruce Pindzia said the project's intersection with Joy Road has the blessing of the Washtenaw County Road Commission. They require a 389 foot right hand deceleration lane for project traffic so Joy Road traffic can continue at 55 mph. The developer will pay for all improvements to Joy Road. Sight distance required is 560 feet and this is met. Dexter School system is satisfied if the Road Commission is satisfied. Traffic volume on Joy Road doesn't merit a left turn lane yet. Dexter School buses do not go down private roads and they limit loading and unloading to the passenger side only.

4. The large walnut tree on the northwest corner of the Tasker property is really on the project site. Damage to its root system is possible. Also the Tasker's have landscaping and an asphalt driveway turn around area in the Joy Road right of way that will be impacted by the deceleration lane. The Road Commission does not require replacement.

a. Rob Mitzel asked about the Grading plan near the Walnut tree. Bruce said there is no significant grading planned there and overhead power lines intersect near the tree. Scott Betzoldt said the tree is out of the construction area and the woods, by the power line, is not scheduled for disturbance.

b. Bruce strongly recommended a condition of approval be to stake the Tasker's property line to protect their property.

c. Patrick Sloan said Section 13.75K of the Zoning Ordinance provides an incentive to preserve trees. Grading requirements minimize the impact to natural features.

B. Patrick Sloan discussed parallel plan 17 with 17 lots and parallel plan 18 with a 1000 foot cul de sac and 8 lots (see attached plans). The developer wants the long cul de sac due to narrowness of the property, wetlands, elevation, and economics.

1. Patrick Sloan said Parallel plan 17 could only be used if the long road length gets an exception. He needs information on Parallel Plan 18 of isolation distances from septic fields and also making sure no land is submerged for more than 3 months in a 12 month period. Lot width is also an issue as the plan doesn't show the lot width but there is room to move the lot lines.

2. Paul Zalucha asked about the water drainage through the back woods that would be through the houses on the parallel plan 17. Bruce Pindzia said if a detention basin was needed there it would not impact the lot area and could be put where it would not impact the house. The water flow would go as normal. Scott Betzoldt said they would put detention pond to discharge where water now goes, the isolation distances are accurate for the Washtenaw County Health Dept., and each lot has a perk.

3. Paul Zalucha asked about Zoning Ordinance 13.35C3 and the right angles around the septic fields for lots 13, 14, 15, & 16 of Parallel plan 17. Patrick thought these side lot lines were probably based on infiltration due to soil as a natural feature.

4. Paul Zalucha asked if detention ponds meet the natural feature and uninhabited areas of Section 13.35. Patrick was not sure if the Zoning Ordinance intended to exclude them from a lot.

C. Rob Mitzel discussed the letter dated August 20, 2013 (attached) from Sean Lefere. It stated the road length is justified as Joy Road frontage only allows one entrance, property to the east and north is in a preservation easement and the property to the west doesn't perk so a road spur is not needed.

1. Paul Zalucha pointed out that the 1000 foot cul de sac limit was put in the Zoning Ordinance because when Chamberlain Woods was discussed it was mentioned that the Planning Commission may put a limit on road length in a future zoning ordinance.

2. Rob Mitzel said the west property could have the potential for an engineered septic

field. Scott Betzoldt said currently the west property has a 15 foot wide private easement with a driveway that goes back.

3. Cindy Zuccaro said she did not have an issue about road length with the plan they want.

4. Gary Koch asked how we can approve this without answers for the Taskers. Rob Mitzel said it could be conditional that the proposed grading will not affect the offsite pond.

5. Dave Lovell said most of their questions have been addressed and the big issue is granting an exception to the road length. We need it reasonable and he is in favor of the exception.

D. Erica moved, 2nd by Dave Lovell, to grant Preliminary and Final Site Plan for open space and preservation project of Arlington Woods SP 13-01D including approval of storm water management plan, grading plan, and waiver of cul de sac length based on demonstrated unusual circumstances subject to 1) condition of Planning Consultant and Township Engineer review letters of June 6, 2013 and August 6, 2013; 2) execution of PA 433 drainage district; 3) staking of Tasker property line to clearly delineate it for construction period; 4) no impact on offsite pond in vicinity of detention basin #2; and 5) Plan obtain approval of private road and development agreement.

1. Discussion followed and the Township Board will deal with a development agreement. Bruce Pindzia said he would use tonight's discussion for input in the development agreement.

2. The Commissioners voted and the motion carried unanimously.

DISCUSSION ITEMS

VII. Sign Ordinance

A. Rob Mitzel asked the Commissioners to look at signs in the community regarding a 20 foot setback from the road right of way.

B. Erica Perry moved, 2nd by Gary Koch, to table sign ordinance until September. Motion carried unanimously.

VIII Citizens comments: None

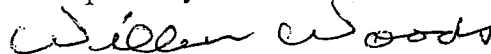
IX. Informational Items/Correspondence – None except Township News and Michigan Planner magazines. The Commissioners discussed possible Zoning Ordinance clean ups that could be included with the Public Hearing for the Sign Ordinance. Suggestions included heritage trees, size of lot being a factor in allowed detention basins, parallel plans being complete, etc.

X. Erica Perry moved, 2nd by Cindy Zuccaro, to adjourn. Motion carried. The meeting adjourned at 9:38 p.m.

NEXT MEETING DATE:

Regular Meeting: Wednesday, September 18, 2013 at 7:00 p.m.

Respectfully Submitted,



Wilber Woods, Secretary

WW:mlz

Copy to: J. Kingsley

M. Heller

B. Pindzia

MINUTES OF THE 427TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, OCTOBER 16, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Paul Zalucha, Cynthia Zuccaro, Erica Perry, Dave Lovell, Gary Koch

Members Absent: None

Also Present: Martha Zeeb, John Kingsley

I. Approval of Agenda – Motion by Erica Perry, 2nd by Paul Zalucha, to approve the agenda as written. Motion Carried.

II. Approval of Minutes of September 18, 2013 Regular Meeting: Cynthia Zuccaro moved, 2nd by Erica Perry, to approve the minutes with two corrections - add “(attached)” to item #4 and correct Mr. Pape’s name in item #13. Motion carried.

III. Comments from Citizens: None.

IV. Township Board Report:

A. Gary Koch said the Board discussed the Cottonwood event barn lawsuit in closed session with the attorney who suggested it would be best to settle. John Kingsley said the Township will deal with the other event barns individually as they have different levels of participation. He said he had hoped the Township would have Special Use Permits for event barns as then the Township could put constraints on the activities but now we wait to see how the court handles it.

B. The Township Board tabled Arlington Woods private road until their next meeting.

C. Rob Mitzel asked if the Planning Commission could see the Jenny Farm Market consent judgment. John Kingsley will send it to Rob and said the site is cleaner and the site plan is approved.

D. Potential internet service for the Township was discussed.

V. Zoning Officer Report – Rob Mitzel reviewed the Report of October 8, 2013.

VI. Sign Ordinance Language

- A. Rob Mitzel said the goal is to make the Ordinance content neutral and to clarify and simplify it. He spoke with the Township Attorney who said nothing requires us to have Temporary Signs in the Sign Ordinance.
- B. Rob Mitzel suggested Agri Business and Special Uses be added to Item I as allowed signs with a permit. PUD and Public Lands could be added to Item C 4 as signs allowed in all districts. The Commissioners were comfortable with this.
- C. In B 3 Height of Signs the Commissioners decided a permit would be needed for a 10 foot tall sign. Rob will clean up the language.
- D. Paul Zalucha reviewed the Sign Seminar information which stated electronic signs could be banned entirely or not allowed in rural communities. The Commissioners decided to remove item B 1 c so that electronic signs are not allowed in the Illuminated sign section.
- E. In B4 Setback Requirements for Signs Rob Mitzel said many existing signs are closer to the road than 20 feet as specified in the current ordinance and suggested the wording be changed to allow this. Much discussion followed as members did not want the signs in the Road Right of Way or close to the road for safety reasons. He will make alternative wording for their consideration.
- F. Off-Premise signs in C 1 was moved to number 7 in B General Sign Regulations and it was decided that these signs could replace the sign allowed on a parcel’s public street frontage.

- G. Rob Mitzel said he would clean it up and get the Township attorney comments before the next Planning Commission Meeting. The Commissioners will review it at the next meeting and set a public hearing for sometime in the future.

VII. Citizens Wishing to Address the Commission: None

VIII. General Discussion

A. Rob Mitzel will make copies of the magazine article in Planning and Zoning News about Communication Towers.

B. Rob Mitzel suggested getting more details (waivers issued, etc) from the Zoning Administrator to give feedback. Gary Koch said this would be after the fact and Dave Lovell questioned how the Board would respond but did want the normal zoning report each month.

C. Erica Perry asked about another training session. Rob Mitzel said to let him know of ideas for training.

X. Erica Perry moved, 2nd by Cynthia Zuccaro, to adjourn. Motion carried. The meeting adjourned at 8:55 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, November 20, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

copy to: J. Kingsley

M. Heller

Bruce Pindzia

MINUTES OF THE 428TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, NOVEMBER 20, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel in the Township Hall.

WTPC Members Present: Wilber Woods, Rob Mitzel, Cynthia Zuccaro, Dave Lovell, Paul Zalucha, Erica Perry, Gary Koch

WTPC Members Absent : None

Also Present : Martha Zeeb, John Kingsley, Charles Estleman, Mary Dee Heller, John Scharf

I. Approval of Agenda- Erica Perry moved, 2nd by Cynthia Zuccaro, to approve the Agenda as written. Motion carried.

II. Approval of Minutes for October 16, 2013 Regular Meeting. Gary Koch moved, 2nd by Cynthia Zuccaro, to approve the minutes as written. Motion carried.

III. Citizens Wishing to Address the Commission: None

IV. Township Board Report

A. Gary Koch reported that Arlington Woods was tabled as their attorney hasn't reviewed it.

B. The Township and some Township residents are suing Cottonwood Barn to uphold the Zoning Ordinance requirements and a court settlement must include all three parties. There is not an injunction to stop events now being held.

C. The Preserve is asking for a gate at the Joy Road entrance to prevent cut through traffic. The Private Road Ordinance does not have criteria for security gates yet.

D. John Kingsley asked the Planning Commission to write a letter to Washtenaw County Board of Commissioners as they want to take over the Road Commission.

V. Zoning Officer Report dated November 11, 2013 (attached)

DISCUSSION ITEMS

VI. Sign Ordinance – Webster Township Draft Sign Regulations- November 2013 (attached)

A. Rob Mitzel presented "Mailboxes and Newspaper Delivery Boxes Along County Road" (attached) and, due to compliance problems, suggested new wording for B 4 Setback Requirements for Signs requiring only signs needing permits to be located outside the road right of way and at least 20 feet from edge of the road. He also added J3 to state that the Washtenaw County Road Commission will regulate signs located in the road right of way. Much discussion followed and they narrowly decided to go with the proposed wording.

B. Rob reviewed his changes to add sign definitions to the Zoning Ordinance (attached). The Commissioners decided to drop Construction Sign from the definitions.

C. In B 5 Affixing Signs Paul Zalucha asked to remove "poles, posts" and add "utility poles"

D. Real Estate signs will be added in Allowed in All Districts as C 12.

E. Rob Mitzel said these changes will be reviewed by the Township attorney and we may have a public hearing in January.

VII. Master Plan Work - Rob Mitzel suggested we start the 5 year update and go through sections at each meeting to identify what needs updating. Rob will provide current Master Plans for the December meeting.

A. Part 1-Introduction needs to reference the Michigan Planning and Enabling act of 2008.

B. Part 3-Planning Objectives- Erica Perry will work on #2 to modify where appropriate and combine with #12, and Rob Mitzel will work on #4.

C. The Commissioners will work on Part 2 and ask Barry Lonik to speak in December.

VIII Citizens comments: None

IX. Informational Items/Correspondence

- A. Rob Mitzel passed out "Limits and parameter on Local and State Regulation of Wireless Communication" from the August , 2013 Planning and Zoning News (attached)
- B. Gary Koch presented an article on Michigan Broadband from the Michigan Township Focus Magazine. Gary passed around a proposed survey to be sent with the December tax bill to ask residents if they want and are willing to pay for broadband coverage.
- C. John Kingsley said the Michigan Senate has bill # 636 to allow utilities to not provide hard line service.

X. Erica Perry moved, 2nd by Gary Koch, to adjourn. Motion carried. The meeting adjourned at 9:07 p.m.

NEXT MEETING DATE:

Regular Meeting: Wednesday, December 18, 2013 at 7:00 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

WW:mlz

Copy to: J. Kingsley
M. Heller
B. Pindzia

MINUTES OF THE 426TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY , September 18, 2013

The Meeting was called to order at 7:00 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Cynthia Zuccaro, Erica Perry, Dave Lovell, Gary Koch, Paul Zalucha via phone.

Members Absent: None.

Also Present: Bruce Pindzia, Charles Estleman, Mary Dee Heller, Heidi Mitzel, John Kingsley, Glenn Pape and other members of the community.

III. Approval of the September 18, 2013 Agenda. Motion Erica Perry second Gary Koch to approve the agenda as presented. Motion carried.

IV. Special Presentation: Right-to-Farm Act Workshop. Glenn Pape, Land Use Educator, presented the Right-to-Farm Act and how it applies to Townships.

V. Approval of Minutes for August 21, 2013 Regular Meeting. Motion Erica Perry second Cynthia Zuccaro to approve the minutes as presented. Motion carried 6-0; Paul Zalucha abstained.

VI. Comments from Citizens: None.

VII. Township Board Report. Gary Koch reported about the Special Meeting the Township Board held on Thursday, September 12, 2013. The Township Board also met on Tuesday, September 17, 2013.

VIII. Zoning Officer Report. Bruce Pindzia gave a verbal report.

Discussion Items

IX. Sign Ordinance. Motion Erica Perry second Gary Koch to table the sign ordinance till October Meeting. Motion carried 6-0; Paul Zalucha abstained.

X. Site Plan Manual. Chairperson Mitzel is working to get a quote from the Planning Consultant to complete the Site Plan Manual.

XI. Zoning Ordinance. Chairperson Mitzel asked the commissioners to send him items in the zoning ordinance that seem confusing or need clarifying.

XII. Citizens wishing to address the Commission: Mr. John Scharf at 5327 Webster Church Road stated that there is no collaboration with their attorney and the other attorneys concerning Cottonwood Barn. All their attorney is asking for is that he be kept informed and this is not happening. Mr. Scharf stated his opinion about the other two event barns.

XIII. Information Items/Correspondence: No correspondence. Chairperson Mitzel mentioned that Leon Agan's Industrial Land is now for sale. Erica Perry suggested that we consider bringing Mr. Pape back to discuss promoting agricultural land uses.

XIV. Motion Erica Perry second Cynthia Zuccaro to adjourn. Motion carried 6-0; Paul Zalucha abstained.
The meeting adjourned at 9:35 p.m.

Respectfully Submitted,

Wilber Woods, Secretary

MINUTES OF THE 417TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, DECEMBER 19, 2012

The Meeting was called to order at 6:59 p.m. by Chairperson Mitzel at the Township Hall.

WTPC Members Present: Wilber Woods, Robert Mitzel, Paul Zalucha, Cynthia Zuccaro, Erica Perry, Dave Lovell; Gary Koch

Members Absent: None

Also Present: Charles Estleman; Mary Dee Heller; Martha Zeeb, John Kingsley, Bruce Pindzia

I. Approval of the November 28, 2012 Meeting Minutes: Erica Perry moved, 2nd by Gary Koch, to accept the November 28, 2012 minutes as written. Motion carried.

II. Township Board Report and Approval of Agenda were next on the agenda.

A. Township Board Report

1. Gary Koch said that the Township Board is requiring that Dave Milligan come to the Planning Commission as he wants to expand a barn on Mast Road and sell retail there.
2. Gary Koch said Cindy Zuccaro, Gary Koch and Erica Perry were reappointed to the Planning Commission and Rob Mitzel has been reappointed to the Zoning Board of Appeals.
3. Gary Koch said he asked the Board their thoughts on Barn Special Uses but got no response. Cindy Zuccaro said she talked to Rick Kleinschmidt and he said it would be a way to save the barns as they are expensive to keep up but it is Commercial.

B. Approval of Agenda – Rob Mitzel asked to add “Joint Meeting with Township Board” as item 3 under New Business. Cindy Zuccaro moved, 2nd by Paul Zalucha to approve the 12-19-12 agenda as amended with the addition of item 3 in New Business. Motion carried.

III. Comments from Citizens: None

IV. Zoning Officer Report – Bruce Pindzia said Jenny Farm Market is in the mediation process with the County and Township. Jack and Julie Frost want a new barn but will need a setback variance from the ZBA. Erica Perry asked if the Frost’s have a conservation easement and Bruce said they do in the back of the property.

OLD BUSINESS:

V Sign Ordinance discussion

A. The Commissioners suggested that one permanent sign could be allowed for each residential parcel in Ag, R-1 and R-2 without a permit - with limits on size, type, non-lit, etc. All other permanent signs in the Township would need a permit.

B. Gary Koch did not want the Township responsible for taking down temporary signs as it is a liability. Rob Mitzel said temporary signs could be dealt with later if they become a problem. The sign ordinance workshop said signs must be enforced consistently, if it is in the ordinance, so it is fair.

C. The Commissioners will deal with Temporary signs and exemptions at the next meeting and also get direction from the Board.

VI. Barn Special Uses

A. Rob Mitzel said he asked the Township lawyer if the use of barns rented for weddings, etc. are not in the zoning ordinance are they allowed? The lawyer said generally no (see attached memo dated 10-DEC-12). Private parties are allowed but not when rented out.

B. Bruce Pindzia said accessory uses are allowed and the Mast Barn has a single family home on the property so the barn is an accessory use. He asked how he knows if a party is not for the family.

1. Dave Lovell said neighbor complaints or advertising would let us know.

2. Paul Zalucha said Mr. Waitz attended our October Meeting so we know his intentions.
- C. Gary Koch said Dexter Township has embraced the concept and no one has complained. Bruce Pindzia said he has met with Mr. Waitz and with PJ Martin in Webster Township so there is interest. Erica Perry said if it was Ag Business district we could regulate it so the barn was used.
- D. Erica Perry made a motion, 2nd by Dave Lovell, that the Planning Commission recommend the Board of Trustees not include within the Zoning Ordinance barn special uses such as wedding reception, banquet and other similar commercial ventures. Motion Carried unanimously.

NEW BUSINESS:

VII. Michigan Association of Planning (MAP) Annual Conference Re-Cap - Rob Mitzel passed out a packet (attached) from the October, 2012 meeting he attended and gave a training session for the Commissioners from 8:45 pm – 9:54pm.

VIII. Planning Consultant Discussion – The Commissioners agreed to have Carlisle/Wortman and McKenna come to the January meeting to familiarize us with them. Bruce Pindzia said we might need a consultant soon.

IX. Joint Meeting with the Township Board - discussion topics may include Barns, Build out study, signs and enforcement. Erica Perry moved, 2nd by Cindy Zuccaro, to hold a special meeting with the Township Board of Trustees at 7pm. on Tuesday, January 29, 2013. Motion carried.

X. Citizens Wishing to Address the Commission: None.

XI. General Discussion – Rob Mitzel had the MTA Planning and Zoning Magazine.

XII. Erica Perry moved, 2nd by Cindy Zuccaro, to adjourn. Motion carried. The meeting adjourned at 10:00 pm.

NEXT MEETING DATE:

Regular Meeting, Wednesday, January 16, 2013 at 7:00 p.m.

Special Meeting, Tuesday, January 29, 2013 at 7:00 p.m.

Respectfully Submitted,



Wilber Woods, Secretary

WW:mlz

copy to: J. Kingsley

M. Heller

Bruce Pindzia