

MINUTES OF THE 519TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JANUARY 19, 2022

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

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

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, John Scharf, Connie Savander and 2 citizens

I. Approval of Agenda: Paul Zalucha asked to add item 4.1 Election of Secretary as Tammy Koch has resigned. He also asked to scratch off item 11.a for Zoning Ordinance Section 13.25. Kay Stremler moved, 2nd by Rick Kleinschmidt, to approve the agenda as modified with Section 4.1 added and 11.a removed. Motion Carried.

II. Kay Stremler resigned her role as Co-Vice Chairperson and nominated herself for the role of Secretary for tonight and February. John Westman moved, 2nd by George Goodman, to accept nomination of Kay Stremler for Secretary for next two meetings. A roll call vote was taken, and it carried unanimously. Paul Zalucha welcomed the new Commissioners, and recognized Charles Estleman, Tammy Koch, and Andrea Zamansky for their excellent work.

III. Approval of December 15, 2021 Special Meeting Minutes: Paul Zalucha asked to remove the duplicate Item VIII and renumber the Roman Numerals. Also in item IX C, to add "The MTA instructor's advice referenced in Connie Savander's email is incorrect." and to delete "The email from Connie Savander is incorrect advice." George Goodman moved, 2nd by Julie Nixon, to accept the Minutes from December 15, 2021 as amended. Motion carried.

IV. Township Board Report: Given by John Westman

V. Zoning Administrator Report: None.

VI. PDR Report: Given by John Westman.

VII. Public Participation: None

VIII. Minor Change Request from Webster Township Historical Society for Ramp Installation

A. A break was taken from 7:24 pm to 7:29 pm to review "Minor Site Plan Amendment Determination for Webster Township, Michigan" dated January 19, 2022 (attached) just received from Zach Michels.

B. Robert Reilly explained he installs handicap ramps for Washtenaw County's office of Community Development. Joanne Westman asked him to remove the ramp from a homeowner's house and install it at the Historic Society's Community Center. The ramp meets the pitch requirements. He would need to build a new platform over the existing staircase and attach the handicap ramp to it. He would make a concrete pad at the base of the ramp and a new staircase. He would install it when the weather is better and asked if he can pull a permit.

C. The Commissioners discussed Zach Michels report and the 4 items they should consider:

1. Tom Neil asked if there is an existing sidewalk and Robert Reilly said no.
2. George Goodman said this is a deck that allows for handicap access, it is not residential, and he feels it is a minor change. He asked about the American Disability Act. Robert Reilly explained about the required 5'x5' platforms at the door and when turning directions.
3. Rick Kleinschmidt said Section 13.80 E (2) explains that uncovered decks are allowed in the front yard setbacks without a variance.
4. Kay Stremler said Zach's report addresses the Standards of Site Plan Review and she feels it is a minor change based on those Standards.

5. Tom Neil made a motion, 2nd by Julie Nixon, to accept Zach's recommendation and move forward for follow up and approval. A roll call vote was taken with Julie Nixon, Tom Neil, George Goodman and Paul Zalucha voting yes. John Westman abstained as his wife is on the Webster Township Historic Society Board, as is Rick Kleinschmidt, and Kay Stremmer is a member, so they abstained also. The motion carried.

IX. Section 6.10 B(3)(b) iv Dimensional Variances (see attached Ordinance Change dated 1/18/2022 from Kendall O'Connor)

A. The Commissioners discussed the 4 options received in the attorney's email.

B. It was decided to send option #4 to the ZBA for their consideration. However, in 4 b. they removed "unless the applicant would not be unjustly enriched as a result of a grant of the variance request." and replaced it with "unless the applicant would suffer an inequity as a result of a denial of the variance request".

X. Nuisance Ordinance Amendment to Section 3, item 7. Care of Animals

A. Paul Zalucha presented revised wording in an "Updated version with lawyer text January 2022" (see attached) as the Public Hearing Version December 2021 says what should be done and the Ordinance says what is not allowed.

B. Tom Neil moved, 2nd by Kay Stremmer, we adopt revised language of Public Nuisance Ordinance concerning care of livestock and animals. A roll call vote was taken, and it carried unanimously.

XI. Master Plan Review and Recommendation: As the Commissioners have reviewed it, and it is a living document, Kay Stremmer moved, 2nd by George Goodman, to send the proposed final draft of the Master Plan to the Township Board for review and comment and request, if they find it acceptable, to approve it for distribution. A roll call vote was taken with all voting yes except Tom Neil and Julie Nixon who abstained as they have not had time to review it.

XII. The Commissioners received copies of the New Minutes Policy and Planning Commission Bylaws with discussion following.

XIII. Transparent Communication Discussion

A. Kay Stremmer presented pages from the Planning & Zoning Team Retreat.

B. The Commissioners decided to have the ZBA Representative give updates at each Planning Commission Meeting and have ZBA minutes and Decision documents in our packet.

C. She suggested the Planning Commission ask the Zoning Administrator, ZBA, and Township Board to make suggestions to the Planning Commission for possible needed Zoning Ordinance changes.

D. Kay will review past ZBA Variances to see if there are common categories or locations.

XIV. Next Meeting Agenda: Election of Officers, Public Hearing of storage lot and Public Hearing of site plan, Section 13.25 draft, Section 6.10B proposed language, Base Lake Overlay District sketch and text, consideration of Meeting dates if fall before a Township Board meeting.

XV. Public Comments: 3 people spoke for a total of 6 minutes

XVI. Information/Correspondence/ Comments: Discussion followed.

XVII. Rick Kleinschmidt moved, 2nd by Kay Stremmer, to adjourn the meeting. Motion carried. The meeting adjourned at 8:45 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, February 16, 2022 at 7 pm

Public Hearing: Wednesday, February 16, 2022 at 7 pm

Respectfully Submitted,

Kay Stremmler, Secretary

Copy to: J. Kingsley
B. Calleja
Z. Michels

MINUTES OF THE 520TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, FEBRUARY 16, 2022

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

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

WTPC Members Absent: John Westman

Also Present: Barb Calleja, Dan Munzel, John Scharf, Connie Savander, Jennifer Simonds, Donna Whitney, Christopher Patterson and Kendall O'Connor from Fahey Schultz Burzych Rhodes PLC, John Enos from Carlisle Wortman Associates Inc., and 6 citizens.

I. **Approval of Agenda:** Kay Stremler moved, 2nd by Julie Nixon to approve the agenda as presented. Motion Carried.

II. **Approval of January minutes:** Tom Neil moved, 2nd by George Goodman, to accept the Minutes from January 19, 2022 as presented. Motion carried.

III. **Township Board Report:** Given by Rick Kleinschmidt

IV. **Zoning Administrator Report:** Written report

V. **ZBA Report:** Given by Rick Kleinschmidt.

VI. **PDR Report:** None

VII. **Public Participation:** None

VIII. **Action Times**

A. Election of Officers

George Goodman moved, 2nd by Tom Neil to nominate Kay Stremler as Secretary.

Kay Stremler moved, 2nd by Tom Neil to nominate George Goodman as Vice-Chair.

George Goodman moved, 2nd by Kay Stremler to nominate Paul Zalucha as Chair.

Motions Carried.

B. Public Hearing for Special Land Use for a vehicle storage facility at 4144 Mast Rd. (C-03-32-300-020).

1. Paul Zalucha opened the Public Hearing at 7:22 p.m. to consider a Special Land Use for a vehicle storage facility at 4144 Mast Road, Dexter MI 48130.

2. Allison Bishop from A.R Brouwer Company and Gary Laundroche gave an overview of the proposed vehicle storage facility.

3. Paul Zalucha opened the Public Hearing for comments from the public.

- a. Connie Savander, 5803 Vaughn Rd. brought forward several questions. Is this the least impactful business that can go in this location? How will the house on this location be used? How sensitive will the motion sensor lights be? What kinds of vehicles will be stored there? Will they be allowed to hold events at the parking lot? Could this be turned into a rental car facility which will increase traffic?
4. Paul Zalucha closed the Public Hearing at 7:30 p.m.
5. Comments/Questions from the Planning Commissioners
 - a. Stremmler asked what the house will be used for and was told it will not be used for a residence, only for bathrooms. No events will be held there for the business or internal employees.
 - b. Goodman asked how they will function with no car haulers, and whether these will be new or used vehicles. He was told nothing larger than a van and primarily new vehicles or lease vehicles awaiting pick up. Vehicles get prepped at the dealership and porters will drive overflow vehicles to the storage facility.
 - c. Neil asked who actually owns the property and was told it is LaFontaine.
 - d. Stremmler asked if rentals, sales, washing or oil changes will take place on site. She was told no, but there will be an EV charging station.
 - e. Zalucha mentioned the section 6.10 variance approved in the fall will expire in 180 days so may require going to the ZBA for an extension. The applicant will consult with counsel.
 - f. Zalucha asked about drainage and was told that an on-site filtration test was done and the plans meet the county requirement for the size of the land.
 - g. Zalucha mentioned that the Special Land Use runs with the land, and asked whether new owners could potentially use this land for boats, RV's etc. Counsel answered that conditions also go with the land so we can attach conditions to go with the property to prevent future uses for other businesses.
6. Planner report from John Enos of Carlisle Wortman Associates Inc.
 - a. Enos said that special or conditional land use can have conditions attached to it and storage types do meet the criteria for a condition.
7. Special Land Use Decision Criteria from the Carlisle Wortman Special Land Use and Site Plan Review report (revised Feb. 1, 2022) was read aloud by Paul Zalucha. All Planning Commissioners agreed with the 7 standards listed, with no opposition; however, some conditions were discussed.
8. Comments/Questions from the Planning Commissioners
 - a. Stremmler said our Master Plan talks of preserving steep slopes and possibly

not developing them. Has soil erosion been considered during the construction? Do these details meet our Master Plan Criteria? We need a written analysis to see if this is the best use of this land. The applicant answered that the development is actually improving the 18% slope and impervious ground and they are preserving large trees to help as well. Currently water is running right off this ground. Another commercial or industrial business coming in may not do as much as they are doing to preserve the land.

- b. Stremmler said our Zoning Ordinance talks about dark skies. Are you putting in dark sky compliant lights and can the sensitivity be adjusted so they don't turn on with deer? The applicant said the lights direct light downward and have sensors so won't be staying on.
- c. Zalucha said our Zoning Plan says slopes of more than 18% should not be developed. If you left the steep slopes, could you still achieve the ground water management requirements? Applicant answered that 18% slopes are a significant portion of the property. Any business going in would impact a portion of the steep slopes.
- d. Stremmler said the storm water plan diverts water into the WCRC ditch, but it is barely a ditch, then the water can go in the road. Applicant said the parking lot is designed for water to go into an overflow structure pond. The pond has an emergency overflow that goes into the ditch. This overflow is a 100-year storm overflow, and by that time the road would already have water over it. Currently all water is going into road so we are improving so it only goes on the road in a 100-year storm event.
- e. Stremmler commented that the Huron River Watershed Council LaFontaine Automobile Storage Site Plan report suggested replacing trees with more focus on native deciduous trees. The applicant said they will follow those suggestions as much as possible, but they also need to look at tree height with overhead lines.
- f. Neil mentioned the Huron River Watershed Council LaFontaine Automobile Storage Site Plan report which stresses the importance of the groundwater recharge areas.

9. Counsel went over possible motions and took questions from Commissioners.

- a. Goodman said since the Special Land use stays with land, how can we describe a running vehicle in order to prevent a vehicle junk yard at this location in the future. Counsel answered that we could say only new vehicles be stored there and also say passenger vehicles and not commercial vehicles. No vehicles in disrepair and not road worthy. We are approving vehicle storage. A junk yard would not be the intended land use. The applicant said they can also exclude commercial vehicles or RV's. The plan includes cars in working order. Goodman responded he doesn't like using the word new, but maybe include language of disrepair. A few properties in Webster have boats and RVs and property in dis-repair and this has been an issue in Webster Township. A few damaged vehicles stored there awaiting the body shop is not an issue.
- b. Neil would like to re-review the portion of the site plan for alternative uses

of the land.

- c. Stremmler says the Zoning Ordinances has a request to present an alternative analysis described in 16.10 General Requirements and present this to the Planning Commission. This could trigger a condition during the final site plan stage or in the preliminary site plan review as a condition of postponement. Enos said we should not wait until the final site plan to list natural feature conditions. Based on the slope, restrictions would keep the applicant from going ahead with their plans. I would look at this under the preliminary site plan.
- d. Zalucha asked if we want this as a condition on the plan.
- e. Neil would like conditions. We are gaining trees but losing precious hills.
- f. Stremmler said minimal impact is difficult. Would like to compare positives and negatives and say we are doing the best for our community, and wants the condition added of no events at the white house.

10. George Goodman moved, 2nd by Julie Nixon to acknowledge receipt of the application and to recommend approval with conditions of the Special land Use, last revised on September 16, 2021, to construct a vehicle storage facility ("Vehicle Storage Facility") in the industrially zoned district on 7.09 acres of land located at 4144 Mast Rd., Dexter MI, parcel number C-03-32-300-020 (the "Property"). Approve with conditions as follows:

- 1. Special land use approval for the Vehicle Storage Facility is only effective upon approval of the final site plan.
- 2. Applicant's dimensional variance, approved on September 9, 2021, expires on March 8, 2022 pursuant to Section 6.10 (B) (5). Special land use approval for the Vehicle Storage Facility is only effective upon the granting of a subsequent dimensional variance from Section 12.105 (A) concerning the Property's minimum lot size, or upon receiving an extension from the ZBA of the ZBA's September 9, 2021 decision.
- 3. Transports/car carriers shall not be used to pick-up and drop-off of vehicles at the Property.
- 4. The existing building on the Property shall not be used as a residence. No public or private events.
- 5. Any proposed landscaping around the impervious areas shall favor native, deep-rooted deciduous trees, subject to the Water Resource Commissioner and ordinance requirements.
- 6. The infiltration and detention basins shall be seeded with native seeds to encourage the creation of naturalized wetlands, except as otherwise specified by the Water Resource Commissioner or ordinance requirements.
- 7. The Vehicle Storage Facility is for passenger vehicles in good working condition, and not for boats, RVs, or commercial vehicles.
- 8. Prior to the approval of the preliminary site plan, Applicant shall provide a report under Section 16.10(c) to address natural features related to removal of 75% of slopes in excess of 18% and establish that the site design presents the best design for minimizing the impact on slopes in excess of 18%.

9. The Property acreage shall be maintained at 7.09 acres gross for the Vehicle Storage Facility.

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

C. Public Hearing for Preliminary Site plan for the vehicle storage facility at 4144 Mast Rd. (C-03-32-300-020).

1. Paul Zalucha opened the Public Hearing at 9:04 p.m. to consider a Preliminary Site plan for the vehicle storage facility at 4144 Mast Rd. (C-03-32-300-020).
2. Allison Bishop from A.R Brouwer Company an overview of the proposed vehicle storage facility.
3. Paul Zalucha opened the Public Hearing for comments from the public. None.
4. Paul Zalucha closed the Public Hearing at 9:06 p.m.
5. Comments from John Enos of Carlisle Wortman Associates Inc.,
Lots of outside approvals are needed. I think we will be ready for the preliminary site plan review after coming back next month with the slope information.
6. Planning Commission Discussion
 - a. Stremmler asked if the well was approved. Applicant has not gotten approval yet but they were told the existing well meets requirements for irrigation. Not sure health department needs to approve since no drinking water, only toilet flushing. Toilet flush will go into existing septic system which was not required to be modified as a point-of-sale requirement. Applicant is not opposed to contacting health department and will get septic tanks pumped. House pre-dates well specification records.
 - b. Zalucha asked if the top height of the light poles is 15 feet and will a neighbor downhill be able to see the bulbs. Applicant said it is a 13-foot pole and 2-foot base and the lights are shielded properly.
 - c. Stremmler said the soil erosion plan is very vague. Applicant said to get the soil erosion permit there are very detailed requirements not listed on this plan.
 - d. Zalucha asked about retention area as part of the landscaping. Is there a minimum amount of planting in this area? Does this meet 10% requirement in the ordinance? Applicant said the bioretention areas will be landscaped as required.
 - e. Counsel said it would be good for the final site plan to show how they went above and beyond in stormwater run off and landscaping.
 - f. Zalucha said language says 10% of land, but a narrative of plantings would help.
 - g. Neil asked if the hours of operation are year-round. If so, in the winter you could be moving vehicles in the dark. Applicant said yes, the hours are

year-round.

- h. Zalucha said the lot plan shown is designed to accommodate a vehicle carrier. Please change that language. Also, it says 30 vehicles a day in one drawing plan, but this conflicts with the special land use application which says 12 vehicles per day. Applicant said 30 was given to accommodate that, but will not be a daily number.
- i. Zalucha questioned the retaining wall on drawing plan. Applicant said they are not expecting to put in a retaining wall.
- j. Zalucha asked to please make a change on the preliminary site plan to the line that says all construction will meet city of Ann Arbor standards. Also, how many EV charging stations will there be? Applicant said there will be a single pole with 2 heads and will install conduit to make it possible for more stations in the future without having to tear up ground.
- k. The Site Plan Review standards were not reviewed due to postponement.

7. Tom Neil moved, 2nd by Julie Nixon to postpone the Preliminary Site Plan approval as amended with conditions set by our counsel, pending receipt of the following:

- a. Proof of submission of an inquiry as to the adequacy of the onsite well and septic system with the County.
- b. Receive the natural features impact report as included in the 02/16/22 Special Land Use recommendation.

D. Zoning Ordinance amendment to Section 6.10.B (3) (b) iv, Dimensional Variances: Amendment regarding Standards of Review.

Kay Stremmler moved, 2nd by Tom Neil to approve the revised language in article 6.10 section 4 to read:

- iv. The special conditions and circumstances do not result from the action of the applicant.

The special conditions and circumstances do not result from the actions of a previous property owner or title holder, or their agent unless the applicant would suffer undue hardship or inequity as a result of a denial.

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

E. Base Lake Residential District Ordinance Update; Section 9.22.D (ix) (e)

Kay Stremmler moved, 2nd by Julie Nixon to approve the addition of the attached sketch to the zoning ordinance which describes accessory structure regulations.

A roll call vote was taken, and it carried unanimously

IX. Discussion Items

- A. Zoning Ordinance Section 13.25 (establish PC co-leads to develop)

Need 2 volunteers to look at the language and work with our future planning firm to help draft this language. Goodman, Neil volunteered.

B. Discussion on moving Planning Commission Meeting to 4th Wednesday in June 2022, February 2023 and March 2023, so the meetings don't fall BEFORE the board meeting.

All commissioners agreed.

C. Next Meeting Agenda: LaFontaine Preliminary Site Plan, Zoning Map updates
Set public hearing for 2 ordinances

X. Public Participation: None

XI. Information/Correspondence/ Comments:

XII. Adjournment

Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 10:35 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, March 16, 2022, at 7 pm

Respectfully Submitted,

Kay Stremmler, Secretary

Copy to: J. Kingsley
B. Calleja

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

MINUTES OF THE 521ST REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MARCH 16, 2022

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

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

WTPC Members Absent: Kay Stremmer

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Stephanie Osborn, Jennifer Simonds, and 3 citizens

I. Approval of Agenda: Paul Zalucha said we will need to postpone discussion of Item 11 (a) Preliminary Site Plan for the vehicle storage facility when we get to it. Tom Neil moved, 2nd by Julie Nixon, to approve tonight's agenda as amended. Motion carried unanimously.

II. Approval of February 16, 2022 Minutes: Paul Zalucha asked to remove "counsel" from VIII C 5. and in item IX A to add "firm" after "planning". Julie Nixon moved, 2nd by George Goodman, to adopt the minutes as amended. Motion carried.

III. Township Board Report given by John Westman.

IV. Zoning Administrator Report: Paul Zalucha introduced Sri Komaragiri and Stephanie Osborn of Giffels-Webster. Office hours will be Tuesday and Wednesday afternoons. John Westman verified that the Webster Township Historical Society will need a Zoning Compliance Permit for the Handicap Ramp, a County Building Permit, and a written attorney opinion about reasonable accommodation, but it will not need to go to the ZBA.

V. PDR Report: Nothing new to report per John Westman.

VI. ZBA Report given by Rick Kleinschmidt.

VII. Public Participation: Doug Koepsell submitted a letter dated March 16, 2022 asking if Webster Township's Zoning Ordinance allows for families to host refugees from Ukraine until it is safe for them to return to their homeland. He also asked if the Township would allow sponsors. Sri Komaragiri said she will research the definition of a family and he may need to ask the Township Board.

VIII. Preliminary Site Plan for vehicle storage facility: Rick Kleinschmidt moved, 2nd by Julie Nixon, to postpone until the April Meeting. A roll call vote was taken, and it carried unanimously.

IX. Set Public Hearing for Zoning Ordinance Section 6.10 B (3)(b)iv – Dimensional Variance:

- A. Paul Zalucha asked to add "or current property owner;" at the end of the first sentence of the proposed text update and add "or" to the beginning of the 2nd paragraph.
- B. Tom Neil moved, 2nd by George Goodman, to add to the agenda for the April 20, 2022

meeting to add public hearing for Section 6.10 B (3)(b) iv with recommended changes. A roll call vote was taken, and it carried unanimously.

X. Set Public Hearing for Base Lake Residential District Ordinance Section 9.22.D (ix)(e)-Design Standards

- A. Sri Komaragiri explained her sketch to clearly show the lot centerline and how setbacks are measured in relation to the centerline to avoid going to the ZBA. She does not yet have language to reflect this exhibit as she just started with the Township two weeks ago. George Goodman verified that the text would mirror the drawing.
- B. Julie Nixon moved, 2nd by Tom Neil, to set a public hearing on April 20, 2022 for Zoning Ordinance Section 9.22.D (ix)(e) based on the exhibit presented tonight. A roll call vote was taken, and it carried unanimously.

XI. Planning Commission Bylaws:

- A. It was decided the ZBA, Township Board, and Planning Commission could discuss and modify their respective Bylaws after the upcoming ZBA Training Session. They will need to review each other's Bylaws and the Minutes Policy before this meeting.
- B. Paul Zalucha wanted to look at conflict of interest.
- C. Sri Komaragiri suggested adding guidelines for meeting date changes and cancellations, so members do not need to show up to cancel. She was also concerned with the 2-week filing requirement as she and the Commissioners need time to review prior to the meeting. She will bring other community bylaws for examples.
- D. John Westman suggested modifying the requirement that the Township Board member serving on the Planning Commission cannot be elected Chairperson. He proposed that they cannot serve as Vice-Chairperson either, and possibly not serve as any officer of the Planning Commission.

XII. Next Meeting Agenda: Vehicle Storage, 2 Public Hearings, Zoning Ordinance change to add designee, Zoning Ordinance change to add language for Zoning Enforcement Officer.

XIII. Public Comments: None

XIV. Information Items: Paul Zalucha said we may have a cluster development in the Township to look at in the future.

XV. Julie Nixon moved, 2nd by George Goodman, to adjourn. Motion carried. The meeting adjourned at 8:00 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, April 20, 2022 at 7:00 p.m.

Public Hearing: Wednesday April 20, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, 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 522ND REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, APRIL 20, 2022

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

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

WTPC Members Absent: George Goodman

Also Present: Martha Zeeb, John Kingsley, Dan Munzel, Connie Savander, Sri Komaragiri, Stephanie Osborn, Gary Landrouche from LaFontaine Automotive Group, Steve Brouwer from A. R. Brower Co. and 7 citizens

I. Approval of Agenda: Kay Stremmer moved, 2nd by Julie Nixon, to pass the agenda as proposed. Motion carried.

II. Approval of March 16, 2022 Minutes: Rick Kleinschmidt moved, 2nd by Tom Neil, to approve the minutes of the March 16, 2022 Regular Planning Commission meeting. Motion Carried.

III. Township Board Report given by John Westman.

IV. Zoning Administrator Report given by Sri Komaragiri.

V. ZBA Report given by Rick Kleinschmidt.

VI. PDR Report given by John Westman.

VII. Public Participation: John Kingsley mentioned the Roadside cleanup this Saturday, April 23, 2022. Tires found along roadsides can be neatly placed on a wagon at the corner of Joy and Zeeb Roads.

VIII. Preliminary Site Plan for vehicle storage facility at 4144 Mast Road (C-03-32-300-020)

A. Gary Landrouche of LaFontaine Automotive Group said they are trying to accommodate the Planning Commission's concerns about steep slopes and preservation of natural features as described in the March 2, 2022 Steep Slope Impact Assessment. They have pulled back the parking from the northwest corner and revised the screening along the road which is why they lost a bioswale, but most of the water goes south and not toward the road. Evergreens will be planted closer to the parking area and deciduous trees will be by the road under the transmission lines. They are maintaining the grade, so it is a gently sloped parking lot. Washtenaw County has approved their well and septic. They do not have final approval from Washtenaw County Drain Commission or Road Commission yet. The lighting plan has been updated for reduced paving and submitted to Sri Komaragiri.

1. Based on the April 19, 2022 Township Board meeting, the applicant proposes to

remove the last row of parking spaces on the south end and create a forbay pond north of the detention pond for additional detention and to allow sediment to settle.

2. Steve Brouwer said due to the ground water level and slopes and Water Resources Commission calculation requirements they cannot increase the depth of the pond, so a forbay bioretention swale is a good alternative. The result will be 15-20% above Washtenaw County Water Resources Commission (WCWRC) requirements; the applicant will need to resubmit their plan to WCWRC again. The area is sandy soil which infiltrates well, ~~so the ponds are all detention ponds unless it is a 100-year storm.~~ They also confirmed that the size of the detention pond is the same as the original proposal even though the pavement area has been reduced.

B. Sri Komaragri discussed the Site Plan Review #2 report dated April 11, 2022 to identify completed and final site approval items.

1. Page 3 - Summary of outstanding comments:

- a. The landscaping requirements for trees are met.
- b. The layout matches the revised photometric plan. She suggested the Planning Commission recommend shielding the light for the public right of way and consider the type of shield and foot candle level.
- c. The Township Board added "The applicant shall investigate additional opportunities to exceed the minimum requirement for storm water management detention proposed on site. Proposed alternatives shall be presented at the time of Preliminary Site Plan consideration and shall be included in the final site plan submittal."

2. Page 4 - Existing Site Conditions – #3 - I District Standards - Buffer Strip – Closed.

3. Page 5 Existing Site Conditions - #6 Sec. 13.75 Landscaping:

- a. Points a. and b are closed
- b. Point c - Irrigation plan to be provided at the final site plan.
- c. Point d - The zoning ordinance requires trees along the property line but the Planning Commission is able to ask the applicant to remove trees along the future right of way (ROW). The applicant has moved the landscaping out of the future ROW. Closed.
- d. Point e - Replacing dead trees after 3 years should be a condition of final site plan review.
- e. Point f - The Planning Commission can allow the bio retention areas to be counted as part of the total required interior landscaping as the applicant is requesting.
- f. Funds to cover cost of required landscape and irrigation improvements can be part of final site plan approval.

4. Pages 5 & 6 - Existing Site Conditions #8 section 13.200 Lighting Standards

- a. Points a and b are closed. The lighting plan is updated and complies with the standards and we have received the specification sheet for the proposed light fixtures.
- b. Point c - The light hours of operation and motion light settings should be provided at final site plan approval.
- c. Point d - Shields on lights on road side should be a final site plan condition of approval.
- d. Point e - Lighting near the existing building should be addressed in final site plan. Gary Landroche said the light fixtures are 15 feet above grade. This complies with height rules.

5. Paul Zalucha suggested Gary Landroche investigate one way angle parking with a one- way loop around the lot to reduce the width of the pavement so there is less storm water. Gary Landroche said they would consider this if it allows for firetrucks, snowplowing, and no damage to parked vehicles.

6. Action: The applicant will verify the feasibility of removing the row of 18 parking spaces and adding a forbay pond.

C. Sri Komaragiri reviewed the Standards for Review for Approval as stated in the Site Plan Review #2 dated April 11, 2022. The Commissioners agreed with her report.

D. Kay Stremmer read the motion, 2nd by Tom Neil, in the matter of LAG Development Site plan number 22-SP-01, a motion to approve a Preliminary Site Plan for La Fontaine Vehicle Storage Lot to store a total of 309 vehicles located at 4144 Mast Road (C-03-32-300-020), zoned industrial (I) district, based on and subject to the following:

1. The applicant shall address the following at the time of final site plan submittal:
 - a. Revise landscape plan as indicated in the plan dated 04-18-2022 submitted via email.
 - b. Revise photometric plan as indicated in the plan dated 04-11-2022 submitted via email.
 - c. The applicant shall investigate additional opportunities to exceed the minimum requirements for storm water management detention proposed on site, and this shall be included in the final site plan submittal. (*Addition from discussion below – “as noted at the April 20, 2022 Planning Commission meeting.”*)
 - d. The Final Site Plan shall be modified consistent with the requirements of the Washtenaw County Road Commission and the Washtenaw County Water Resources Commission.
 - e. The applicant shall include a copy of the landscape maintenance agreement.
 - f. The applicant shall provide shields to the proposed fixtures to meet the requirements of glare control.
 - g. The applicant shall provide details of the hours of operation of site lighting and timing for motion sensors.
 - h. The applicant shall provide specification sheets for the building lighting.
 - i. The applicant shall provide a revised irrigation plan that is consistent with the revised layout.
2. Per Section 13.75.G.2.(d), allow a total of 7,988 square feet of bio-retention area to be counted towards the minimum required interior landscape requirements.
3. The approval is subject to all the conditions listed in the Special Land Use resolution approved by the Township Board at their April 19, 2022 meeting.
4. The findings of compliance with Ordinance standards in the Zoning Administrator review letters and the conditions and the items listed in those letters being addressed in the Final Site Plan.
5. In their application for final site plan approval, the applicant shall provide written approval of the final site plan, as amended herein, from:
 - a. The Washtenaw County Road Commission concerning the proposed site plan's road system(s), including location, geometry, acceleration, deceleration, or turning lanes.
 - b. The Washtenaw County Water Resources Commission concerning the proposed site plan's conformance to the rules thereof in respect to storm water management.
 - c. The Webster Township Fire Inspector concerning the proposed site plan's access and circulation; and
 - d. The Washtenaw County Environmental Health Department concerning the adequacy of onsite well and septic systems.

6. All standards of approval listed in Section 8.05(E)(3)m are met.
7. Per 13.75(F)1 the Planning Commission allows alternative landscape screening per the plan dated 4-18-2022.

E. Discussion followed:

1. Paul Zalucha asked, and Kay Stremmler agreed to add “as noted at the April 20, 2022 Planning Commission meeting” at the end of 1c.
2. Kay Stremmler moved, 2nd by Tom Neil, to approve the preliminary site plan with the addition to the conditions as discussed. A roll call vote was taken, and the amended motion carried unanimously.

IX. The meeting took a time out at 9:07pm. Paul Zalucha convened the meeting again at 9:15pm.

X. Public Hearing for Zoning Ordinance amendment to Section 6.10.B.(3)(b)iv Dimensional Variance

- A. Paul Zalucha opened the Public Hearing at 9:16 pm and asked for comments. As there were none, he closed the Public Hearing at 9:17pm.
- B. Paul Zalucha read the proposed wording “The special conditions and circumstances do not result from the actions of the applicant or current property owners; or The special conditions and circumstances do not result from the actions of a previous property owner or title holder, or their agent, unless the applicant would suffer undue hardship or inequity as a result of the denial.” He mentioned that the ZBA Board has concurred.
- C. Tom Neil made a motion, 2nd by Julie Nixon, that we recommend the change in Zoning Ordinance Section 6.10.B.(3)(b)iv Dimensional Variance to the Township Board for their approval. A roll call vote was taken, and it carried unanimously.

XI. Public Hearing for Base Lake Residential District Ordinance Update: Section 9.22.D(ix)(e) Design Standards:

- A. Paul Zalucha opened the Public Hearing at 9:18 pm. Pat Gallagher encouraged the Commissioners to go to the next step and send it to the Township Board for approval. As there were no further comments Paul Zalucha closed the Public Hearing at 9: 20 pm.
- B. Sri Komaragiri said the draft amendment in the Memorandum dated April 6, 2021 removes language in item 9.22(D)(ix)e and redefines how the center line is drawn. It states “Distance from Front façade of Principal Structure – Rear (lakeside) façade of the detached accessory structure shall be setback a minimum of 50% of the distance between the mid-point of the front lot line to the farthest point of where the front façade of the primary building meets the centerline at a perpendicular, measured along the centerline of the lot. Centerline is the line that connects the midpoints of the front and rear lot lines. See the illustration below for methodology for measuring the minimum distance.”
- C. Kay Stremmler made a motion, 2nd by Tom Neil, to recommend this revision to 9.22(D)(ix)e. Detached Accessory Structure Regulation to the Township Board for their approval. A roll call vote was taken, and it carried unanimously.

XII. Zoning Enforcement Ordinance Text Amendment:

- A. Paul Zalucha said this is needed as the Township has a Zoning Administrator, but the Zoning Ordinance has them doing both the Zoning Administration and Zoning Enforcement.
- B. Sri Komaragiri presented her proposed text for Section 3.30. The Commissioners made multiple suggestions and Sri Komaragiri will revise it. She asked for a public hearing to move

this forward as we don't have a Zoning Enforcement Officer now and she is only working two days a week.

1. Suggested revisions for Section 3.30 A include:

- a. Section A, line 1 – after 'appoint a person,' add "or consultant"
- b. Point 7- Revise to indicate that ZA attends all meetings mentioned as regular activities and the Township Supervisor may provide additional directions for other meetings.
- c. Add Point 12 - Identify ZA as an alternate for site inspections.

2. Suggested revisions for Section 3.30 B include:

- a. Section B, line 1 – after 'appoint a person,' add "or consultant"
- b. Point 2 – Remove the word "Township" before 'Fire Chief' and add the word "County" before 'Building Inspector.'
- c. Point 8 – Remove 'necessary, as needed' and replace with "as requested."
- d. Point 9 – Add the word "may" before 'also serve' and the word "Zoning" before 'Enforcement Officer.' Remove the word "Ordinance."

C. Rick Kleinschmidt moved, 2nd by Julie Nixon, to set a public hearing for May 18, 2022 for Section 3.30 of the Zoning Ordinance.

1. During discussion Sri Komaragiri said she would have the revision by Monday for the Commissioners to look at. The Commissioners can make further changes at the Public Hearing and can postpone discussion after the public hearing if needed.

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

XIII. Planning Commission Annual Report: Paul Zalucha said he would add the attendance record and the April 21, 2021 Planning Commission meeting action to address a waiver for Section 16.20. Kay Stremler moved, 2nd by Tom Neil, to postpone submission of the Annual Planning Commission Report to the May meeting. A roll call vote was taken, and it carried unanimously.

XIV. Review Planning Commission By-Laws for updates:

A. Sri Komaragiri presented her Draft Amendment dated April 5, 2022.

B. As the hour was late, Tom Neil moved, 2nd by Julie Nixon, to postpone discussion of Planning Commission By-laws to the May meeting so we have more time to review them before the meeting and at that meeting. A roll call vote was taken, and it carried unanimously.

XV. Refugee Housing Discussion:

Sri Komaragiri explained that the Township Board could place a moratorium on code enforcement, but they postponed this decision to their May meeting. The Board may send this to the Planning Commission in the future.

XVI. Next Meeting Agenda: Public Hearing on Zoning Administrator and Zoning Enforcement Officer; By-laws; Annual Report; Set Public Hearing on Master Plan (Sri Komaragiri said there has been discussion about posting the Master Plan update draft to the Township website). In addition, Sri Komaragiri will talk to the Township Assessor about his Zoning Map concerns and these will be placed on our agenda if there is a proposal that we can take action on.

XVII. Call to the Public: None

XVIII. Informational Items:

- A. The Township has renewed the membership for MTA online training. Commissioners should contact the Township Office on how to attend.
- B. The ZBA Training session will be May 7, 2022 from 10 am to noon. At the joint meeting after lunch, the agenda will include open discussion and potential changes the ZBA suggests for the Zoning Ordinance. As the recording secretary is the same person for ZBA and Planning Commission, the Commissioners agreed Sri Komaragiri should finalize the minutes.

XIX. Tom Neil moved, 2nd by John Westman, to adjourn the meeting. Motion carried. The meeting adjourned at 10:30 pm.

NEXT MEETING DATE:

Joint Meeting: May 7, 2022 at 10 a.m.
Regular Meeting: May 18, 2022 at 7:00 p.m.
Public Hearing: May 18, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremler, Secretary

KS: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 523RD REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, MAY18, 2022

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

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

WTPC Members Absent: John Westman, Julie Nixon

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Stephanie Osborn, and one citizen

I. Approval of Agenda: Tom Neil moved, 2nd by George Goodman, to approve tonight's agenda as written. Motion carried unanimously.

II. Approval of April 20, 2022 Minutes: Paul Zalucha asked to remove "unless it is a 100 year storm" from VIII A 2. Kay Stremler moved, 2nd by Rick Kleinschmidt, to approve the minutes as amended. Motion carried.

III. Township Board Report: Given by Paul Zalucha

IV. Zoning Administrator Report: Given by Sri Komaragiri

V. PDR Report: None

VI. ZBA Report: Given by Rick Kleinschmidt.

VII. Public Participation: None

VIII. Public Hearing for Zoning Ordinance Amendment; Section 3.30 Zoning Administrator

A. Paul Zalucha explained this is to split the Zoning Administrator from the Zoning Enforcement Officer. He opened the Public Hearing at 7:20 pm. As there were no comments from the public, he closed the Public Hearing at 7:20 pm.

B. The Commissioners reviewed the Draft Definitions of Zoning Administrator and Zoning Enforcement Officer. The Commissioners removed "or Planning Commission" from both definitions.

1. The Commissioners removed "perform the duties of a Zoning Administrator" and replaced it with "administer the provisions of this Ordinance and other such Ordinances" in the Zoning Administrator Definition.

2. The Commissioners removed "perform the duties of a Zoning Enforcement Officer" and replaced it with "enforce the provisions of this Ordinance and other such Ordinances" in the Zoning Enforcement Officer Definition.

C. The Commissioners reviewed Section 3.30 A. 7. and reworded it to state "Attend all regularly scheduled meetings. Attend additional meetings as directed by the Township Supervisor."

D. The Commissioners reviewed Section 3.30 B.

1. In item 2 they added "County" before Building Inspector. They removed "at the service" and replaced it with "acting on behalf"

2. In item 5 they added "and/or" before "assigned by the Township Attorney".

3. In item 8 they removed "necessary, as needed" and replaced it with "as requested"

4. In item 9 they added "may" before "also" and deleted "and its deputies".

E. The Commissioners removed 3.30 C. as it is already clear in the Definitions.

F. Tom Neil made a motion, 2nd by Rick Kleinschmidt, to send the draft as amended to the Board for approval. A roll call vote was taken, and it carried unanimously.

IX. Set Public Hearing for Master Plan Revision:

A. The draft was sent to surrounding municipalities and we only received back comments from the Huron River Watershed Council. Sri Komaragiri said those comments don't require changes to the draft.

B. Kay Stremmer moved, 2nd by Tom Neil, to set a public hearing for the Master Plan at the June 22, 2022 meeting. Discussion followed and the motion carried. The Planning Commission will get a hard copy of the Master Plan in next month's meeting packet.

X. Planning Commission Annual Report: Paul Zalucha reviewed his changes. George Goodman moved, 2nd by Tom Neil, to send the 2021/2022 Planning Commission Annual Report as written to the Township Board. A roll call vote was taken, and it carried unanimously.

XI. Planning Commission Bylaws: Sri Komaragiri explained this draft is based on other By Laws they have reviewed. The Commissioners made changes, including:

A. In Section 1: Purpose: The Commissioners added the duty of "Review and approve Site Plans" to item B. Also, the Commissioners asked Sri Komaragiri to add wording about Health, Safety and Welfare to this Section.

B. In Section 2: Officers:

1. In item A the Commissioners asked Sri Komaragiri to look at perspectives, occupations, and living situations for members and to look at their term length as the Township's Board Member's term length is different.

2. In Section 2 B Election of Officers: In the 3rd sentence the Commissioners removed "the Chairperson" and replaced it with "an Officer" of the Planning Commission.

3. In Section 2 C Nomination Procedure : the Commissioners removed the last sentence.

4. In Section 2 D iii. a. Minutes: The Commissioners asked Sri Komaragiri to revisit this wording to be in sync with the Township Minutes Policy 04-21 and asked to add a reference in the ByLaws to the Township Minutes Policy.

C. In Section 3: Resignation/Removals

1. The Commissioners added "possible" before "replacement" in 3 A.

2. In 3 B the Commissioners asked Sri Komaragiri to look at the language of "misfeasance, malfeasance or nonfeasance" again.

3. In 3 C the Commissioners questioned why the Township Board accepts resignation of a Planning Commission officer if the officer doesn't resign from the Planning Commission. They agreed a letter should be given to the Township Board if resigning from the Planning Commission.

D. In Section 4: Training/Continuing Education: The Commissioners discussed training records be given to the Township clerk.

E. In Section 5 and 6 the Commissioners wanted Sri Komaragiri to revisit these to be in sync with the Ethics policy 04-19 and asked to add a reference in the ByLaws to the Township's Ethics Policy.

F. In Section 7: Meetings:

1. In Section 7 A we need to add at end of 1st sentence 'unless the meeting falls on the 15th of the Month and then it will be held on the 22nd.' so it isn't held before the Board Meeting.

2. In Section 7 F Quorum: The Commissioners questioned the need for a unanimous vote when only 4 members are present. Sri Komaragiri will check the source of this requirement.

3. Sri Komaragiri will find the Modified Roberts Rules of Order stated in Section 7D.

G. In Section 8: Agenda & Meeting Procedures:

1. In Section 8:B. Agenda Packets - the items should be given to Commissioners 2 weeks prior to the scheduled meeting, and Paul Zalucha suggested via email.

2. In Section 8:C Regular Meeting Order of Business: The Commissioners instead liked our current agenda procedures and order of business with 2 Public Comment opportunities; and Action Items, Discussion Items and Public Hearings that accommodate applicants. Sri Komaragiri will revise.

H. In Section 9: Public Hearings

1. In 9 B Order of Presentation: Sri Komaragiri will revise to match our Zoning Ordinance.

2. The Commissioners suggested the Chairperson be able to ask for a vote at 10 pm on stopping the meeting.

I. In Section 10: Application and Fees

1. In 10 C Paul Zalucha said he doesn't sign notices and Sri Komaragiri will revise this.

2. In 10 E remove "Chairperson" throughout and reword "shall timely".

X. Keeping of Animals Ordinance Discussion: Sri Komaragiri discussed what the State of Michigan dictates and what Townships can control. She will provide an overview at the June Meeting so the Commissioners can consider what they think is best for the Township.

XI. Next Meeting Agenda: Master Plan Public Hearing, Bylaws, Animal Zoning Ordinance discussion, Zoning Amendment for ZBA Section 6.10 discussion. Kay Stremmler asked that Master Plan community input be put in the Commissioner's packet. She suggested having Master Plan Implementation Matrix discussion in August.

XII. Public Comments: None

XIII. Information Items: Discussion Followed.

XIV. Rick Kleinschmidt moved, 2nd by Kay Stremmler, to adjourn. Motion carried. The meeting adjourned at 9:42 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, June 22, 2022 at 7:00 p.m.

Public Hearing: Wednesday, June 22, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmler, Secretary

KS: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 524TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JUNE 22, 2022

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

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

WTPC Members Absent: , George Goodman

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Stephanie Osborn

I. Approval of Agenda: Julie Nixon moved, 2nd by Kay Stremler, to approve the agenda as written. Motion Carried.

II. Approval of Minutes:

A. Tom Neil moved, 2nd by Julie Nixon, to approve the Minutes of May 18, 2022 as submitted. Motion carried.

B. Kay Stremler moved, 2nd by Rick Kleinschmidt, to approve the May 7, 2022 Special Joint Meeting as written with the exception of the omission of the beginning 3 letters in the title. Motion Carried.

III. Township Board Report: Given by John Westman

IV. Zoning Administrator Report: Given by Sri Komaragiri.

V. ZBA Report: Given by Rick Kleinschmidt

VI. PDR Report: Given by John Westman.

VII. Public Participation: John Kingsley said there is a County Wide Cleanup at Whitmore Lake High School this Saturday.

VIII. Public Hearing for Webster Township Master Plan

A. Paul Zalucha opened the Public Hearing at 7:28 pm. and confirmed the only written comment received was from the Huron River Watershed Council. As there were no comments from the public, he closed the Public comment portion at 7:30 pm.

B. Kay Stremler summarized the changes from the existing Master Plan. It was suggested we could discuss this year's Implementation Matrix items in August along with the Audit report.

C. Paul Zalucha asked to remove "though" on page 83 Item F of the proposed Master Plan.

D. Tom Neil applauded the Planning Commissioners outstanding effort. John Westman highlighted and complimented Andrea Zamansky's leadership and work on the Master Plan.

E. Kay Stremler moved, 2nd by Julie Nixon, that we forward Resolution No. 16-22, revised version, that we adopt the Webster Township Master Plan, January 05, 2022 with the correction to remove "though". During discussion it was clarified that the Township Board also adopts the Master Plan, but the effective date is the date the Planning Commission adopts it. John Westman asked to change the signature block to Paul Zalucha with Chair; Webster Township Planning Commission on the next line. A roll call vote was taken, and it carried unanimously.

IX. Approval of Planning Commission By-Laws updates: After discussion it was decided the following changes will be reviewed again next month:

A. Section 1: Purpose B 1 reword to state "Create, adopt, and implement the Township Master Plan and related updates to guide development within the Township."

B. Section 2: Officers A 5 – it was learned "qualified voters" can be deleted from 3.20 of the Zoning Ordinance if it is added here.

- C. Section 2: Officers A 6 – in last sentence will remove “Board” and replace with “ZBA”
- D. Section 2: Officers B 2 – remove “elected officer” and replace with “elected official”
- E. Section 2: Officers D 3 a – remove “No. 04- 21” and reinsert last red sentence with addition of “Recording” before Secretary.
- F. Section 3: Resignation/Removals A - remove “at the discretion of the Planning Commission” from end of 1st sentence.
- G. Section 3: Resignation/Removals D – keep “An officer may resign his/her office by submitting a letter to the Planning Commission Chair, as appropriate “.
- H. Section 4: Training/Continuing Education B – end of 1st sentence add “for which we want to be reimbursed”. Delete 2nd sentence and replace with “A record of training hours shall be maintained at the Township Office by a process established by Township Administration”.
- I. Section 5: Use” Code of Ethics” as the title of the Township policy.
- J. Section 6: Meetings G Voting – at end of 1st sentence add “unless otherwise noted in item F of this subsection”.
- K. Section 7: Agenda and Meeting Procedures A 4 – add at end of last sentence “or Planning Commission members”.
- L. Section 7: Agenda and Meeting Procedures B – in 1st sentence replace “one week” with “two weeks”. The last sentence is replaced with “The Chair may allow additional time to compile the packet”.
- M. Section 9: Application and Fees E – add at end of first sentence “based on Webster Township general services fee schedule”.

X. Review Section 6.10 B (5) and (6) text amendment: The Commissioners reviewed Giffels Webster proposed revision. The Commissioners were comfortable with allowing up to 2 six-month extensions of the 180-day limit, but not allow for single family lots. The ZBA will be notified of this proposed change and a public hearing will be set sometime in the future.

XI. Keeping of Animals Ordinance Discussion: Giffels Webster presented draft Section 13.25 Keeping of Animals. Much discussion followed to simplify it and to again meet with the subcommittee to revise it.

XII. Next Meeting Agenda: Lafontaine final site plan, Planning Commission By-Laws, possible Zoning Ordinance Audit Report.

XIII: Public Comment: John Scharf mentioned that some parcels are limited by wetlands, buildings, parking lots, or people, that reduce available space for animals. He liked setbacks.

XIV: Informational Items: None

XV. Kay Stremmer moved, 2nd by Tom Neil, to adjourn the meeting. Motion carried. The meeting adjourned at 9:35 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, July 20, 2022 at 7 pm

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".

MINUTES OF THE 525TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, JULY 20, 2022

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

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

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Stephanie Osborn, Gary Laundroche, Steve Brouwer, and 1 citizen

I. Approval of Agenda: Kay Stremmer moved, 2nd by George Goodman, to approve the agenda as written. Motion carried unanimously.

II. Approval of June 22, 2022 Minutes: Julie Nixon moved, 2nd by Tom Neil, to approve the minutes as written. Motion carried unanimously.

III. Township Board Report: Given by John Westman

IV. Zoning Administrator Report: Given by Sri Komaragiri

V. PDR Report: Given by John Westman

VI. ZBA Report: Given by Rick Kleinschmidt

VII. Public Participation: None

VIII. Final Site Plan for the vehicle storage facility at 4144 Mast Rd (C-03-32-300-020)

A. Gary Laundroche, of LAG Development LLC, said they have received compliance with all agencies except the Washtenaw County Road Commission which has an issue with two large oak trees near the road that must be dealt with. They have modified the plan to reduce impervious surface and added a pre-treatment swale for stormwater before the detention pond. They looked at angle parking, but it didn't help much. They will have a 3-year maintenance agreement to cover the trees.

1. Kay Stremmer verified the landscape plan now includes more deciduous trees.

2. Rick Kleinschmidt verified they will only store vehicles in good repair, with no loading/unloading on the site.

a. He mentioned the existing house is non-conforming so they will need to go to the ZBA if they plan changes to it, but Sri Komaragiri said she corrected Note #2 on page 14 in her report as the house setback is measured from the center of the road.

b. Gary Laundroche confirmed the house will only be used for employee restrooms, but they may upgrade the electrical and they may need a larger well for irrigation.

3. Paul Zalucha asked what the construction schedule will be, and Gary Laundroche said it is a 6-month construction project, but the start date will be updated.

a. Paul Zalucha asked what a major storm is. Gary Laundroche will add that it is 1 inch or more and this is for long term erosion and bio-swale retention inspections.

b. Paul Zalucha questioned the mowing schedule and Gary Laundroche will update it to mowing of 0 to 2 times/month, though bio-swales will be natural. He will also update the annual costs and follow the professional guidance of their landscape consultant on native seed maintenance.

B. Paul Zalucha verified the shielding will prevent people from seeing the bulbs plus the lights will be on a motion sensor, for security and safety, with lower light poles.

- C. Sri Komaragiri discussed her Final Site Plan Review dated July 6, 2022.
 - 1. On page 10 item #2 the irrigation plan has been revised and is now okay.
 - 2. The development agreement (item 3 on page 10) will include the performance guarantee and landscape maintenance (items 4 and 5).
 - 3. In the table on page 14 the Minimum setback from residential does comply.
 - 4. Sri Komaragiri will need a copy of the Washtenaw County Health Dept well test.
 - 5. George Goodman questioned #4 on page 14 "habitation" and suggested allowing for security personnel in the future. Paul Zalucha suggested a condition be put in the development agreement. Tom Neil suggested stating an employee or service contractor.
 - 6. Paul Zalucha asked to change page 28 "Right-of-way Extension Easement Exhibit" as it says 27' wide and 22' wide. Gary Laundroche will get this corrected as it is a typo.
- D. Paul Zalucha read the Standards of Review for Approval on page 11 and the Commissioners agreed all were met.
- E. Tom Neil moved, 2nd by Julie Nixon, to approve the Site Plan as written and updated in the matter of LAG Development Site Plan number 22-SP-01, a motion to approve a Final Site Plan for La Fontaine Vehicle Storage Lot to store a total of 309 vehicles located at 4144 Mast Road (C-O3-32-300-020), zoned industrial (I) district, based on and subject to the following:
 - 1. The applicant shall work with the Township Zoning Administrator and the Township Attorney to prepare a draft development agreement within 30 days from the date of final site plan approval.
 - 2. Such agreement shall include, but is not limited to, the following:
 - a. A copy of executed special land use resolution no. 12-22, dated April 19, 2022.
 - b. Assurance that the site improvements depicted on the site plan shall be maintained in perpetuity at the cost of the property owner.
 - c. A copy of the final site plan conditions as noted in the Planning Commission motion on July 20, 2022.
 - d. A performance guarantee as determined by the Township Zoning Administrator, which is based on the total cost of construction of all site improvements, shall be submitted in a form acceptable by the Township Treasurer.
 - e. Conditions for installation, maintenance, and potential replacement of proposed landscape improvements.
 - f. An escrow amount, as determined by the Township Zoning Administrator, to cover the cost of site inspections and issuance of final zoning compliance permit.
 - g. Terms and conditions for completion of all site improvements including, construction schedule, tentative completion date and contingency plan for completing incomplete work.
 - h. The applicant shall include details about any security personnel on site and their hours of operation.
 - 3. The site shall not be used for any storage use unless all site improvements are completed, inspected and a final compliance permit is issued.
 - 4. Prior to issuance of a preliminary zoning compliance permit, the applicant shall submit a revised site plan that addressed the following:
 - a. A revised lighting and photometric plan that includes a detail of the proposed lighting shields.
 - b. All conditions from special land use, labeled as such, on final site layout sheet number 4.

- c. The applicant shall revise the notes on the site plan that addresses the changes to construction schedule, update annual maintenance costs, mowing frequency (number of times per month) and clarify major storm definition, storm water inspection changes as discussed at July 20, 2022 meeting.
- 5. This motion is made based on the standards set forth under Subsection 8.05 (E)(3)(m) and the findings of compliance with Ordinance standards in the Township staff and consultant review letters.
- F. A roll call vote was taken, and it carried unanimously.

IX. Review Planning Commission By-Laws updates:

- A. After review, the following items were adjusted: In Section 3 B remove “writing” and replace with “written”. At the end of Section 3 D remove “-“. Also at the end of Section 6 F and G remove the “-“. In Section 7 “C Adjournment” replace it with “D Adjournment”. Section 9 should become Section 8 and renumbered going forward.
- B. The Commissioners will look at this again after the corrections are made.

X. Next Meeting Agenda: By-Laws; Master Plan Implementation Matrix; and (a) Zoning Ordinance Audit and draft Implementation, or (b) Animal Ordinance

XI. Public Participation: None

XII. Information Items:

- A. Kay Stremmer mentioned she has a draft proposal regarding a Natural Features Committee for the Board and would like to hear Planning Commission input sometime in the future.
- B. Sri Komaragiri asked for Planning Commission input on definition of Seasonal Agri-Tourism.

XIII. Kay Stremmer moved, 2nd by Julie Nixon, to adjourn. Motion carried. The meeting adjourned at 9:23 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, August 17, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

KS: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 526TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, AUGUST 17, 2022

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

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

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, John Scharf, Sri Komaragiri, Stephanie Osborn

I. Approval of Agenda: Kay Stremler moved, 2nd by Julie Nixon, to approve the agenda as written. Motion Carried.

II. Approval of July 20, 2022 Minutes: Julie Nixon moved, 2nd by George Goodman, to approve the Minutes as written. Motion carried.

III. Township Board Report: Given by John Westman

IV. Zoning Administrator Report: Given by Sri Komaragiri.

V. ZBA Report: Given by Rick Kleinschmidt

VI. PDR Report: Given by John Westman.

VII. Public Participation: John Kingsley related that the Township receives no funding for road maintenance so we cannot spend large amounts each year from the General Fund on roads unless the voters approve a special road millage.

VIII. Approval of Planning Commission By-Laws updates: Kay Stremler moved, 2nd by John Westman, to approve the Planning Commission By-Laws as read last month. A roll call vote was taken, and it carried unanimously.

IX. Review Zoning Ordinance Audit Report:

A. Sri Komaragiri and Stephanie Osborn gave a slide presentation and reviewed their Memorandum dated August 5, 2022, and Zoning Ordinance Audit – Webster Township, with the goal of highlighting items they noticed for future amendments. High priority items include aligning the Ordinance with State/federal laws and case law; changes to assist the Zoning Administrator and Zoning Enforcement Officer; and changes to align the Ordinance with Master Plan goals.

B. Paul Zalucha said to disregard pages 28-30 “2022 Master Plan Goals” and “2022 Master Plan Recommendations” as the focus of the audit is the Zoning Ordinance. Sri Komaragiri will remove these pages and reference the Master Plan in an appendix.

C. The Commissioners felt health and safety are top priority as well as issues that create problems for the Zoning Administrator, ZBA, or Planning Commission problems with issues of interpretation, confusion with conflicting documents, and correction of flaws. They liked Sri Komaragiri expertise in recommending high priorities as Giffels Webster specializes in audits and liked her approach to let the Township make final decisions.

D. Sri Komaragiri will update the audit based on tonight’s discussion and bring it back to the Planning Commission and then to the Township Board.

X. Discuss 2022 Actions in the Master Plan Implementation Matrix: Due to the late hour Kay Stremler moved, 2nd by George Goodman, to table item 12B to the September Meeting. Motion carried unanimously.

XI. Next Meeting Agenda: Master Plan Implementation Matrix; Zoning Ordinance Audit Prioritization list; Keeping of Animals - if ready, or if not, Planning Commission input on Natural Features Committee that is going to the Township Board.

XII: Public Comment: None

XIII: Informational Items: Training session, for members who signed up, is Sept. 7th.

XIV. Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 9:51 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, September 21, 2022 at 7 pm

Respectfully Submitted,

Kay Stremmler, 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 527TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, SEPTEMBER 21, 2022

The Meeting was called to order at 7:02 p.m. by Chairperson Zalucha and the Pledge of Allegiance was recited.

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

WTPC Members Absent: Julie Nixon

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Stephanie Osborn,

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

II. Approval of August 17, 2022 Minutes: Tom Neil moved, 2nd by George Goodman, to approve the minutes as submitted. Motion carried unanimously.

III. Township Board Report: Given by John Westman

IV. Zoning Administrator Report: Given by Sri Komaragiri

V. PDR Report: Given by John Westman

VI. ZBA Report: Given by Rick Kleinschmidt

VII. Public Participation: John Kingsley said the Parks and Recreation Committee will have a booth at the Webster Fall Festival with a survey to get opinions on what is wanted on the land west of the Township buildings. The survey will also be sent with the Tax bill and on Survey Monkey. He also explained that the Dexter Senior Center millage failed so they may form a Senior Center Authority. It would run the program, lease property in the City of Dexter, and have the ability to tax.

VIII. Keeping of Animals Ordinance: Sri Komaragiri explained they met with the subcommittee, and then she made it less restrictive with simplified language. Much discussion followed and Sri Komaragiri will revise.

IX. Zoning Ordinance Health Checkup: The Commissioners reviewed and made suggestions. Sri Komaragiri will clean it up and provide the final copy to the Commissioners. The final copy will go to the Township Board with a list so that the Township can pick priorities.

X. As it was 10:00 pm Kay Stremmler moved, 2nd by Tom Neil, to delay discussion of Master Plan Implementation Strategy to the next meeting. Motion carried unanimously.

XI. Next Meeting Agenda: Master Plan Implementation Matrix; Revised Keeping of Animals; have the Zoning Enforcement Officer to come to our next meeting

XII. Public Participation: Martha Zeeb said roosters should be allowed in the Township as not everyone buys chicks and manure can be a problem on small acreages.

XIII. Information Items:

- A. George Goodman suggested the Township install EV charging station(s) in the parking lot.
- B. Tom Neil encouraged the Commissioners to look at the Role of the Zoning Administrator on the MTA Training Site.

XIV. Kay Stremmer moved, 2nd by George Goodman, to adjourn. Motion carried. The meeting adjourned at 10:10 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, October 19, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

KS: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 528TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, OCTOBER 19, 2022

The Meeting was called to order at 7:00 p.m. by Paul Zalucha, 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, George Goodman

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Dan Munzel, Connie Savander, Sri Komaragiri, Stephanie Osborn, Inshal Chenet

I. Approval of Agenda: Paul Zalucha removed item 11b regarding 6600 Gregory Rd. Lot Split. George Goodman moved, 2nd by Julie Nixon, to accept the agenda as corrected. Motion carried.

II. Approval of Minutes: Tom Neil moved, 2nd by George Goodman, to accept the minutes of the September 21, 2022 meeting as presented. Motion Carried.

III. Township Board Report was given by John Westman

IV. Zoning Administrator Report was given by Sri Komaragiri. Paul Zalucha asked that the Planning Commission review Section 8.05 B in the future so there is no confusion on who is to regulate lot splits.

V. ZBA Report was given by Rick Kleinschmidt

VI. PDR Report was given by John Westman

VII. Public Participation: Connie Savander related, for the record, that 6600 Gregory Road is owned by Kathleen Sullivan and is not the address of the lot split.

VIII. Keeping of Animal Ordinance (for companionship, caring or non-commercial production)

A. The Commissioners reviewed the proposed draft amendment dated 10-4-2022 of Section 13.25 (which would replace the existing Section) and made the following adjustments:

1. In Section B 2 remove "13.25 G" and replace with "13.25 F"
2. In Section C 1 b remove "alpaca" and replace with "llama"
3. In Section C 2 remove "domesticated" before "bird" and remove "kept" before "temporarily".
4. In Section C 3 replace "of enjoyment" with "for enjoyment". Remove "Household Pets" from Article 2 Definitions and keep in Section C 3.
5. Discussed adding definition of Horses to Section C.
6. In Section C 4 add "Animals kept as part of 4H programming are not regulated by a maximum number". Remove this sentence from Section D 1 c.
7. Remove Section D 1 e Household Pets and add R-2, R-3 to Permitted Zoning Districts for Section D 1 d Household Pets
8. In Section D 1 f Horses remove "2.5" acres and replace with "5" acres
9. In Section D 1 h Roosters remove Minimum lot size: 5 acres
10. Add Roosters (Cornish breed raised for purposes of meat production) to Section D 1 c and omit Section D 1 i.
11. Section D 2 will be moved to precede D 1 so people realize how lot sizes are calculated. "Minimum" lot size will be replaced with "Useable" lot size – also in Section D 1 a – D 1 h.

12. In Section D 3 replace “are” with “is”.
- B. Section 13.60 Fence Regulations: In Section B 1 c add “height” before “for keeping of animals”. Also remove “13.125” and replace with “13.25”.
- C. The Commissioners asked the subcommittee to review the corrected proposed amendment. Tom Neil moved, 2nd by George Goodman, to schedule a public hearing for the keeping of animals at the December meeting. Motion Carried unanimously.
- IX. The Commissioners reviewed the 2022 Master Plan Implementation Matrix proposals.
- A. The use of Map 4 will be delayed until it is clear that the PDR Committee has funding.
- B. Kay Stremmer suggested waiting to work on the Site Plan Review Ordinance as the Commissioners are working on Stormwater and it is already October.
- C. Kay Stremmer will send the initial work done on the Stormwater Management Ordinance to Sri Komaragiri and Paul Zalucha. Sri Komaragiri suggested a next step of the Commissioner subcommittee members meeting with the Township Engineer to discuss this topic.
- D. The Commissioners discussed prohibiting coal tar paving and will research for January.
- E. Kay Stremmer will update the status of these items and send to Paul Zalucha.
- F. Kay Stremmer reviewed a proposal to create a Natural Features Committee which will be taken to the Township Board for their decision.
- X. The Commissioners reviewed the Zoning Ordinance Health Check-up dated 10-05-2022. Paul Zalucha suggested adding projected work hours for the items in the Action Priority Matrix, dated 10-19-2022, before Sri Komaragiri presents it to the Township Board.
- XI. Next Meeting Agenda: Set Public Hearing for 180-day extension of ZBA variance; Article 16; ...
- XII. Public Participation: None
- XIII. Informational Items: Sri Komaragiri discussed a request, that may be presented from a citizen, for a text amendment to avoid ZBA fees and expenses.
- XIV. Kay Stremmer moved, 2nd by George Goodman, to adjourn the meeting. Motion carried. The meeting adjourned at 9:40 pm.

NEXT MEETING DATE:

Regular Meeting: November 16, 2022 at 7:00 p.m.

Respectfully Submitted,

Kay Stremmer, Secretary

KS:mlz

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

MINUTES OF THE 529TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, NOVEMBER 16, 2022

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

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

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Sri Komaragiri, Stephanie Osborn, Gary Lask, Connie Savander, and 3 citizens

I. Approval of Agenda: George Goodman asked to remove item 12 (a) Keeping of Animals Ordinance Draft and send it back to the committee so it can be put on the December agenda. Julie Nixon moved, 2nd by Tom Neil, to accept the agenda as amended. Motion carried.

II. Approval of October 19, 2022 Minutes: Paul Zalucha asked to remove "lama" and replace with "llama" in item VIII A 2. He also asked to remove "but" from item VIII A 4. George Goodman moved, 2nd by Julie Nixon, to accept the October 19, 2022 Minutes as amended. Motion carried.

III. Township Board Report: Given by John Westman

IV. Zoning Administrator Report: Given by Sri Komaragiri.

V. Gary Lask, Township Zoning Enforcement Officer, introduced himself and answered questions.

VI. ZBA Report: Given by Rick Kleinschmidt

VII. PDR Report: Given by John Westman.

VIII. Public Participation:

- A. Kurt Hiester, of Farrell Rd, said the proposed Keeping of Animal Ordinance was ambiguous on the number of animals allowed – (i.e.) if you max out on the number of large animals have you also maxed out on the number of small animals? He felt the number of animals depends on management strategy and quality of pasture. He quoted various University recommendations which he uses for his pigs and cattle. He asked that the Ordinance not limit, but instead encourage, residents to participate in agriculture.
- B. Christopher DeRuyer of 5601 Zeeb Road and 5743 Gregory Road, and Mike Assemany of Backyard Creations (a swimming pool contractor) asked to change the Zoning Ordinance verbiage on pool barriers to reflect the State of Michigan Section 3.05 which says if you have an automatic pool cover, with ASTM F1346 endorsement, it complies with all State codes so fencing around the pool is not necessary.
 1. Mike Assemany explained that the pool cover is operated by an on / off switch in a keyed box. The pool should be opened 4 hours per day to prevent algae buildup. Covers last 10-12 years on average. An alarm is needed if the house forms an entry point on one side of the pool.
 2. Christopher DeRuyer said it requires a backup generator in case there is a power outage.

IX. Set Public Hearing: Keeping of Animals (revised draft): Kay Stremmler moved, 2nd by Tom Neil, to cancel the public hearing set for December for Keeping of Animals. A roll call vote was taken, and it carried unanimously.

X. Zoning Amendment Draft to Article 16: The Commissioners reviewed Sri Komaragiri proposed minor adjustments on page 18. She said she will offer her recommendations to make Article 16 a separate Ordinance later.

A. Section 16.05 Intent: The Commissioners changed the "listed in Section 16.20" to "listed in Section 16.10".

B. Section 16.15 Groundwater Protection Overlay District: The Commissioners changed "B.(1)" to "B. (2)". The Commissioners questioned Sri Komaragiri's suggestion to remove "Land Division" and she said she will look at it more and get back to us.

C. Section 16.20 Surface Water Protection Overlay District: The Commissioners eliminated "(3) have occurred". The Commissioners replaced "(2)" with "C".

1. Kay Stremmer distributed the Webster Township Zoning Map and a blow up of its Baseline Lake corner. She suggested the Baseline Lake Residential District regulations for surface water setbacks be used for all of R-1 on Baseline Lake lots as they have the Portage Baseline Lake Sewer Authority to protect the surface water. She suggested waiver criteria for other parts of the Township that don't have Sewer Authorities.

2. Kay Stremmer, Rick Kleinschmidt and Sri Komaragiri will form a committee to discuss Section 16.20.

XI. Set Public Hearing for Zoning Amendment to Article 16: Kay Stremmer moved, 2nd by Julie Nixon, to postpone Set Public Hearing for Article 16 indefinitely. A roll call vote was taken, and it carried unanimously.

XII. Set Public Hearing for Zoning Amendment to Section 6.10 B (5): As the Commissioners wished to hold various Public Hearings all at the same time Tom Neil moved, 2nd by John Westman, to postpone indefinitely Set Public Hearing for Section 6.10 B (5). A roll call vote was taken, and it carried unanimously.

XIII. Zoning Amendment discussion on Section 13.165 (4): The Commissioners discussed amending the Zoning Ordinance regarding pool covers. Sri Komaragiri will research and bring information back to the Planning Commission.

XIV. Next Meeting Agenda: Keeping of Animals and set Public Hearing; Article 16; Set Public Hearing for Section 6.10 B (5); Section 13.165 (4).

XV: Public Comment: None

XVI: Informational Items: Kay Stremmer said she made changes and will send the proposal for a Natural Features Committee to the Township Board next year.

XIV. Rick Kleinschmidt moved, 2nd by Julie Nixon, to adjourn the meeting. Motion carried. The meeting adjourned at 9:06 pm.

NEXT MEETING DATE:

Regular Meeting: Wednesday, December 21, 2022 at 7 pm

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".

MINUTES OF THE 530TH REGULAR MEETING OF THE
WEBSTER TOWNSHIP PLANNING COMMISSION
WEDNESDAY, DECEMBER 21, 2022

The Meeting was called to order at 7:00 p.m. by Paul Zalucha, 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, George Goodman

WTPC Members Absent: None

Also Present: Martha Zeeb, John Kingsley, Connie Savander, Sri Komaragiri, Charles Estleman, John Cares, Pat & Sarah Schloss, Kurt Hiester

- I. Approval of Agenda: Paul Zalucha added Chairperson Comment as item 5(a.) Rick Kleinschmidt moved, 2nd by Julie Nixon, to accept the agenda as corrected. Motion carried.
- II. Chairperson Comment: Paul Zalucha referred to his letter, to the Commissioners, dated 12/21/22 regarding his resignation as Chairperson effective December 22, 2022. He stated he was reappointed to another term on the Planning Commission but will be unable to attend the January or February 2023 meetings. George Goodman is Vice-Chairperson.
- III. Approval of Minutes: Tom Neil moved, 2nd by George Goodman, to accept the minutes of the November 15, 2022 meeting as submitted. Motion Carried.
- IV. Township Board Report was given by John Westman
- V. Zoning Administrator Report was given by Sri Komaragiri.
- VI. ZBA Report was given by Rick Kleinschmidt
- VII. PDR Report was given by John Westman
- VIII. Public Participation:
 - A. Pat Schloss said he was glad the Commissioners are looking at Section 13.25 but felt a Commercial and Non-Commercial strategy was confusing, will be hard to enforce, and he did not know why we cared which the farm was. He encouraged the Township to use animal unit basis instead of weight basis, and to consider the surrounding density of homes instead of the lot size. Non-dense areas should not be regulated the same way as dense areas.
 - B. Kurt Hiester said the Township takes pride in being rural and wants to encourage residents to get into farming. We should look to organizations that educate us on the care of animals and set regulations for best practices – to use GAAMPS as the basis for regulations.
- IX. Section 13.25 Keeping of Animals (22-ZTA-02)
 - A. After discussion Sri Komaragiri listed the Commissioners changes:
 1. In item D (4) Useable Area - replace (ROW/Access with (ROW or Access
 2. In item E (4) reconfigure small and large livestock categories and add #1 and #2.
 3. Revisit periods and columns next to subparagraphs.
 4. In item E(4) remove pigs from small livestock category.
 5. In item E (4) Roosters - replace "Section 13.25.D.(3).d" with "Section 13.25.E.(4).b"
 6. In item E (4) Household Pets - allow only in all Residential and Ag zoning districts
 7. In item E (4) 4-H - split zoning into Ag and Residential and prohibit large livestock in Residential R-1, R-2, and R-3
 8. In item F Site Design Standards – consider restrictions to protect neighbor's view.

- B. Julie Nixon moved, 2nd by John Westman, to postpone consideration of text amendment 22-ZTA-02 regarding Keeping of Animals with changes Zoning Administrator mentioned. A roll call vote was taken, and it was carried unanimously. The subcommittee will review this next draft before presenting it to the Commissioners.

X. Section 13.165 Swimming Pools (22-ZTA-03)

A. The Commissioners reviewed proposed draft amendment – (12-07-2022)

1. The Commissioners discussed, and a majority preferred keeping a fence around pools for children's safety.

2. Sri Komaragiri itemized their revisions:

a. in (2) "Construction Code" wording will be corrected.

b. in (4) revise fencing language to comply with Building Code standards for material and construction. Also remove the word "or property".

c. remove item (5)

d. Item 6 will use the changed wording as per the draft amendment

3. Sri Komaragiri will bring language from the Building Code that refers to hot tubs and spas and fences to our next meeting.

B. Tom Neil moved, 2nd by Julie Nixon, to postpone action on fence and pool cover discussion until we receive the revisions at the next meeting for review. A roll call vote was taken, and it was carried unanimously.

XI. Section 6.10 B (5) ZBA Effect of Approval (22-ZTA-01): As the Planning Commission is not yet ready for Public Hearings on different topics George Goodman moved, 2nd by Kay Stremmer, to postpone discussion of item 11 c to the January meeting. A roll call vote was taken, and it was carried unanimously.

XII. Article 16 Environmental Regulations (22- ZTA-01) The subcommittee will meet on January 16, 2023 to discuss consolidation and possible natural feature protection overlay district.

XIII. Next Meeting Agenda: Section 13.25 Keeping of Animals; Section 13.165 Swimming Pools; Section 6.10 B (5) ZBA Effect of Approval; Elect new Vice-Chairperson as George Goodman will become Chairperson.

XII. Public Participation: Charles Estleman wished the Commissioners "Merry Christmas"

XIII. Informational Items: The Commissioners thanked Paul Zalucha for his outstanding work.

XIV. Julie Nixon moved, 2nd by Tom Neil, to adjourn the meeting. Motion carried. The meeting adjourned at 9:44 pm.

NEXT MEETING DATE:

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

Respectfully Submitted,

Kay Stremmer, Secretary

KS:mlz

Copy to: J. Kingsley

B. Calleja

S. Komaragiri