

Chair
Adam Bertram
Vice-Chair
Bruce Keilen
Secretary
Abby Lorenzen
Commissioners
Steve Musselman, Trustee
Dale Dailey
Marsha Zimmerman
Steve Gobbo
Tim Fair
Kristen Krol



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Township Planner
Tory Niewiadomski

Township Planner
Brett Wittenberg

Recording Secretary
Linda K. Parkinson

**PLANNING COMMISSION
MINUTES
MONDAY, MARCH 2, 2015
7:00 p.m.**

The regularly scheduled meeting of the DeWitt Charter Township Planning Commission was called to order at 7:00 p.m. by Chairman Bertram.

The Pledge of Allegiance to the Flag was said by those present.

ROLL CALL by Secretary Lorenzen.

MEMBERS PRESENT: Krol, Lorenzen, Bertram, Keilen, Fair, Dailey, Gobbo.

MEMBERS ABSENT: Zimmerman, Musselman.

OTHERS PRESENT: Township Planners Tory Niewiadomski and Brett Wittenberg.

APPROVAL OF AGENDA: Fair moved to approve the Agenda as presented. Supported. **MOTION CARRIED.**

APPROVAL OF MINUTES Lorenzen moved to approve the minutes of the February 2, 2015 Meeting. Supported. **MOTION CARRIED.**

CORRESPONDENCE: None.

PUBLIC COMMENTS: Deborah Villegas, 1749 Yorkleigh Drive, Lansing, MI 48906, expressed concern with a semi truck parking in her neighborhood at the corner of Pinehurst Drive and Chetwyn Drive. This has occurred off and on since February. The Police Department was notified and now only the cab is parked in the driveway at 15378 Chetwyn Drive. She asked that the Township look into adopting an ordinance that does not allow vehicles to be parked on the street from 2:00 a.m. to 5:00 a.m.

Township Planner Niewiadomski stated he recently spoke with Ms. Villegas about this incident. Issues similar to this have been brought up to the Township Board regarding the International Property Maintenance Code. Currently a vehicle can be parked in the road for 7 days. Staff is in the process of drafting language that would make the regulations for parking of vehicles and recreational vehicles more restrictive.

UNFINISHED BUSINESS:

I. Proposed Ordinance Amendment O2015-1-7 (formerly 42.5) – Complete the Streets – Discussion

Township Planner Brett Wittenberg briefly reviewed staff's memorandum dated February 27, 2015 advising that he has incorporated the proposed changes into the draft of the Complete the Streets Ordinance. The areas discussed were construction required for shared use pathways and bicycle lanes; variances, deferments and exemptions; construction standards; snow removal and maintenance/repair. Staff has made further revisions based upon earlier discussions and has forwarded a draft copy on to the Township Attorney for review. Staff anticipates having the draft in ordinance format for the April 6th Planning Commission meeting for possible recommendation to the Township Board.

With respect to the construction of Shared Use Pathways outside of a platted subdivision, Dailey stated he would prefer the language clearly state "the Township will be responsible for arranging the funding" rather than "grant opportunities could play a significant role in construction of the facilities and will be analyzed on a case by case basis."

II. Parking Study Information – Discussion

Township Planner Tory Niewiadomski briefly reviewed staff's memorandum dated February 26, 2015. At the February 2, 2015 Planning Commission meeting there were some suggested changes such as further defining uses, clarifying uses, and recommending parking space calculations. To date, staff has included 39 uses in the table to provide further clarification and specificity to better address parking standards. In addition, staff has identified a few new uses such as multipurpose recreational facilities and parks and athletic fields.

For discussion purposes, Niewiadomski went on to review potential amendments to sections related to off street parking.

Brief discussion followed regarding the fact that public schools are exempt from local zoning requirements.

Bertram questioned if under Article VII – Off Street Parking and Loading (7) if staff meant to say "At least 6 bicycle spaces shall be required" rather than 6 bicycle racks. He further noted under Sec. 42-1243(a)1. that eliminating 1 vehicle parking space per 1 bicycle space is not a fair correlation.

Niewiadomski concurred with Bertram's comment.

Dailey suggested mentioning electrical outlets for electric vehicles. He also suggested verbiage be added to clarify that ultimately any business owner is responsible for maintaining adequate and safe parking based on their unique situations.

Discussion followed regarding the fact that the ordinance has to state specific requirements because that is what would be upheld in a court. Perhaps the verbiage suggested by Dailey would fit better in the Master Plan.

Gobbo suggested there be some objective standard set to trigger how many parking spaces will be added if the issue occurs where additional parking is needed.

Brief discussion followed regarding the Township possibly entering into an agreement with the applicant requiring open space areas to be used for additional parking should insufficient parking issues occur.

Bertram asked that staff check surrounding jurisdictions to see if their standards allow a certain number of consecutive parking spaces before green space is required.

Brief discussion followed regarding the fact that the preferred location for lighting would be on the green space areas, although sometimes those areas are not spaced adequately to meet lighting requirements.

Lorenzen questioned if incentives for permeable parking could be incorporated into the document.

Niewiadomski stated there could be some potential for adding incentives of that nature.

Lorenzen asked staff to research and clarify Item (13) under Potential Add Section – Parking deferral. (Meridian Township). She questioned if the timeframe for demonstrating need for additional parking was a standard.

Niewiadomski stated he would check further into these guidelines to see if Meridian Township has had any issues related to this standard.

Lengthy discussion followed regarding the section related to Land Banking Parking Facilities.

There was discussion related to Snow Storage. It was mentioned that the regulation of snow storage is very subjective, yet necessary. Perhaps the minimum storage area could be 10 foot by 5 foot, plus a certain amount of area per number of parking spaces.

In closing, Niewiadomski advised the next step will be obtaining the Planning Commission's sentiments regarding the drafting of this document into ordinance form.

It was the consensus of the Planning Commission to have staff move forward and draft the document into ordinance form.

Fair suggested perhaps the draft ordinance could be provided to the Planning Commission at the Special Meeting to be held on Monday, March 30, 2015 at 7:00 p.m.

NEW BUSINESS:

I. 2015 Work Program – Discussion

Planner Niewiadomski briefly reviewed staff's memorandum dated February 24, 2015 providing a status update from the 2014 Work Program that was approved in March of last year.

II. SPECIAL MEETING – Planning Commission set a Special Meeting of the Township Board and Planning Commission to be held on Monday, March 30, 2015 at 7:00 p.m. at the Township Hall located at 1401 W. Herbison Rd., DeWitt, MI 48820. The Agenda will be established by the Township Board.

Fair moved to set a Special Meeting of the Planning Commission and Township Board to be held on Monday, March 30, 2015 at 7:00 p.m. at the Township Hall, located at 1401 W. Herbison Road, DeWitt, MI 48820. The Agenda will be established by the Township Board. Supported.

MOTION CARRIED.

EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.

REPORTS:

I. Trustee:

Trustee Johanna Balzer gave a brief Trustee report in the absence of Trustee Musselman.

II. Zoning Board of Appeals:

Gobbo reported that there was no Zoning Board of Appeals meeting held in February.

III. Committees: None.

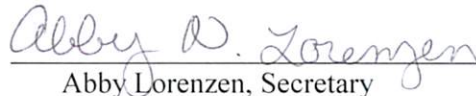
IV. Staff: None.

DISCUSSION: None.

ADJOURNMENT: **Gobbo moved to adjourn the meeting at 8:43 p.m. Supported. MOTION CARRIED.**



Linda K. Parkinson, Recording Secretary



Abby Lorenzen, Secretary