

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



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Township Planner
Tory Niewiadomski

Township Planner
Brett Wittenberg

Recording Secretary
Linda K. Parkinson

**PLANNING COMMISSION
MINUTES
MONDAY, NOVEMBER 3, 2014
7:00 p.m.**

The regularly scheduled meeting of the DeWitt Charter Township Planning Commission meeting 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 Fair.

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

MEMBERS ABSENT: Zimmerman.

OTHERS PRESENT: Township Planners Tory Niewiadomski and Brett Wittenberg and Recording Secretary Linda Parkinson.

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

APPROVAL OF MINUTES **Fair moved to approve the minutes of the October 6, 2014 meeting. Supported. MOTION CARRIED.**

CORRESPONDENCE: The following correspondence was received and noted by the Planning Commission:

1. Meridian Charter Township – 2005 Master Plan Amendment

PUBLIC COMMENTS: None.

PRESENTATION: Chief Building Inspector Albert Esser gave a presentation regarding the International Property Maintenance Code (IPMC) Statistic Summary.

UNFINISHED BUSINESS:

- I. Proposed Ordinance Amendment 42.5 – Complete the Streets – Discussion

Township Planner Brett Wittenberg advised that the proposed ordinance is still in draft form. It has been reviewed by the Township Attorney and his comments have been incorporated into the document.

The next step would be to hold a public workshop on Thursday, November 20th at 7:00 p.m. at the Township Community Center located at 16101 Brook Road, Lansing, MI 48910. The purpose of the workshop is to obtain some feedback from the public on specific survey questions. Staff will not be presenting the proposed ordinance language at this time. The survey questions will allow staff to identify three specific areas that will have the greatest in impact on the community and its residents. These areas are requirements for construction, snow removal and maintenance of sidewalks and shared use pathways.

Wittenberg encouraged the Planning Commission to provide further comments and questions.

The following comments/suggestions were discussed:

1. Whether bicycle lanes should be a part of the plan. Bicycle lanes are part of the roadway rather than being owned and/or maintained by a private property owner.
2. Grammatical corrections in Section 34-3.4 (and a few others).
3. Parts of the proposed ordinance that are more aspirational in nature could be placed in a commentary format at the end of the document or in the Site Development Standards.
4. Construction standards should not be within the proposed ordinance. Perhaps the proposed ordinance should refer to MDOT construction standards.
5. Whether property owners with sidewalks on more than one side should be responsible to clear all sidewalks adjoining their property.
6. Discussion regarding liability and fiscal impact should the Township be liable to clear snow on sidewalks/shared use pathways, now or in the future.
7. Removing the definition of "linear park" since it is not used in the ordinance document.
8. The Township currently has a policy in place for maintenance and repair of sidewalks.
9. Discussion on a possible millage increase to support the incurred cost of the Township providing snow removal on sidewalks/shared use pathways.
10. The proposed ordinance should define the difference between sidewalks and shared use pathways.
11. Discussion on how the results of the public survey would impact possible changes to the current draft copy of the proposed ordinance.

No action was taken by the Planning Commission.

NEW BUSINESS:

I. Parking Study – Discussion

Township Planner Tory Niewiadomski briefly reviewed staff's memorandum dated October 29, 2014 advising that staff has begun an analysis of the Township's current ordinance requirements for parking. Staff would like the Planning Commission's comments on the potential ordinance amendments which staff has prioritized into three levels, consisting of approximately 14 amendments.

It was the consensus of the Planning Commission that the Township's current parking standards are adequate and do not need to be amended. In fact, perhaps the standards should be more flexible. Staff will evaluate options for flexibility and bring this item back to the Planning Commission at a later date in time.

No action was taken by the Planning Commission.

EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Johanna Balzer, 3450 E. Clark Road, Bath, MI 48808, reminded the Planning Commission that there will be a meeting held on November 13, 2014 related to neighborhood discussion on strengthening neighborhoods. There will also be a workshop held on November 20, 2014 to provide comments on the proposed Sidewalk/Complete the Streets Ordinance. Balzer noted that these meetings are on two separate issues.

REPORTS:

I. Trustee:

Trustee Musselman gave a brief report on business conducted and action taken at the regularly scheduled meetings of the Board of Trustees held on October 13, 2014 and October 27, 2014.

II. Zoning Board of Appeals:

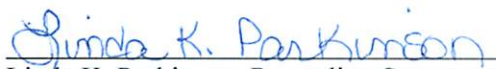
Commissioner Gobbo advised there was no Zoning Board of Appeals meeting held in October.

III. Committees: None.

IV. Staff: None.

DISCUSSION: None.

ADJOURNMENT: **Fair moved to adjourn the meeting at 9:17 p.m. Supported. MOTION CARRIED.**



Linda K. Parkinson, Recording Secretary



Tim Fair, Secretary