

Chair
Stephen Gobbo
Vice-Chair
Bruce Keilen
Secretary
Dale Dailey
Commissioners
Steve Musselman, Trustee
Kim Smelker
Marsha Zimmerman
Jason Flower
Tim Fair



Community Development Director
Richard M. Trent

Township Planner
Jim N. Foulds

Recording Secretary
Linda K. Parkinson

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PLANNING COMMISSION MEETING MINUTES
MONDAY, JANUARY 3, 2011
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 Gobbo.

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

ROLL CALL by Secretary Dailey.

MEMBERS PRESENT: Bruce Keilen, Steve Gobbo, Kim Smelker, Marsha Zimmerman, Tim Fair, Dale Dailey, Trustee Musselman.

MEMBERS ABSENT; None.

VACANCIES: 2 (Theresa Shively and Jason Flower)

APPROVAL OF AGENDA: **Keilen moved to approve the Agenda with the amendment to add Election of Officers for 2011 as New Business Item II. Supported. MOTION CARRIED.**

APPROVAL OF MINUTES: **Fair moved to approved the minutes of the December 6, 2010 Regular Meeting as printed. Supported. MOTION CARRIED.**

CORRESPONDENCE: The following correspondence was received by the Planning Commission members:

1. 2011 Meeting Dates.
There was brief discussion regarding possibly changing the meeting date for the month of July. Staff will report back with potential dates.
2. Resignation – Jason Flower
There was brief discussion that perhaps the Board could recognize Commissioner Flower for his years of serving on the Planning Commission. Staff will work on preparing a letter of appreciation for the Planning Commissioners to sign.

PUBLIC COMMENTS: None.

UNFINISHED BUSINESS:

I. Comprehensive Development Plan Update.

A. Policy Statements for Future Land Use Map

Foulds reviewed staff's memorandum related to proposed policy changes to add the Mixed Land Use (MLU) to the existing Future Land Use Map in order to encourage a Mixed Land Use Pattern along the identified portions of US Business 27 and the undeveloped portion of the Hawthorne Woods project on Schavey Road.

Foulds advised that the current property owner of the undeveloped portion of Hawthorne Woods hopes to sell the property to an interested buyer who intends to construct a dental office on the site. At this time, the current property owner is in dialog with the surrounding residents to keep them informed of her plans.

In addition, staff further recommends adding the suggested Goal Statement to the Highway Oriented Commercial Future Land Use Designation to encourage future economic success of the Clark Corners commercial area (north of Clark Road and East of US Business 27), as well as other sites yet to be determined.

Brief discussion followed for clarification on the proposed policy changes.

The general consensus of the Planning Commission was to move forward in the direction recommended by staff.

NEW BUSINESS:

I. Proposed Ordinance Amendment 60.76 – R5 (Residential Single and Two Family) zoning district, Section 5.7.4, Addition of Medical Clinic, Health Service Office, and Professional Office as a Special Use Permit. Receive and set for a Public Hearing to be held on Monday, February 7, 2011.

Foulds reviewed his information regarding Zoning Ordinance text amendment under Section 5.7.4 to allow Health Service Office and Professional Offices in the R5 Zoning District, subject to conditions and to add the definition of Health Service Office to Chapter XVII Definitions, of Zoning Ordinance 60 (proposed Ordinance Amendment 60.76).

Musselman questioned why Medical Clinics are allowed within the R1 through R4 Zoning Districts and not allowed in the R5 Zoning District.

Foulds advised that he did not know the history behind that decision.

Brief discussion followed.

Musselman moved to receive Proposed Ordinance Amendment 60.76 as it relates to Medical Clinics, Health Service Offices and Professional Offices in the R5 (Residential

Single and Two Family) and set a Public Hearing to be held on Monday, February 7, 2011, Supported. MOTION CARRIED.

II. Election of Officers for Year 2011.

Chairman Gobbo opened the floor for nominations for the office of Chairman.

Keilen nominated Gobbo for the office of Chairman.

There were no further nominations for the office of Chairman.

Hearing no further nominations, Keilen moved to close the nominations for the office of Chairman and cast a unanimous ballot for Steve Gobbo for the office of Chairman. Supported.

ROLL CALL vote on motion:

AYES: 7 NAYS: 0 ABSENT: 0 VACANCIES: 2 (Shively, Flower)

MOTION CARRIED.

Chairman Gobbo opened the floor for nominations for the office of Vice Chairman.

Fair nominated Bruce Keilen for the office of Vice Chairman.

There were no further nominations for the office of Vice Chairman.

Hearing no further nominations, Fair moved to close the nominations for the office of Vice Chairman and cast a unanimous ballot for Bruce Keilen for the office of Vice Chairman. Supported.

ROLL CALL vote on motion:

AYES: 7 NAYS: 0 ABSENT: 0 VACANCIES: 2 (Shively, Flower)

MOTION CARRIED.

Chairman Gobbo opened the floor for nominations for the office of Secretary.

Musselman nominated Kim Smelker for the office of Secretary.

There were no further nominations for the office of Secretary.

Hearing no further nominations, Musselman moved to close the nominations for the office of Secretary and cast a unanimous ballot for Kim Smelker for the office of Secretary. Supported.

ROLL CALL vote on motion:

AYES: 7 NAYS: 0 ABSENT: 0 VACANCIES: 2 (Shively, Flower)

MOTION CARRIED.

The officers for the Year 2011 are:

Steve Gobbo, Chairman
Bruce Keilen, Vice Chairman
Kim Smelker, Secretary

EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.

REPORTS:

I. Trustee:

Trustee Musselman gave a brief report on business conducted and action taken at the regularly scheduled Board of Trustees meeting held on December 13, 2011.

II. Zoning Board of Appeals:

Gobbo reported that there was no Zoning Board of Appeals meeting held in the month of December due to no applications being filed.

III. Committees: None.

III. Staff:

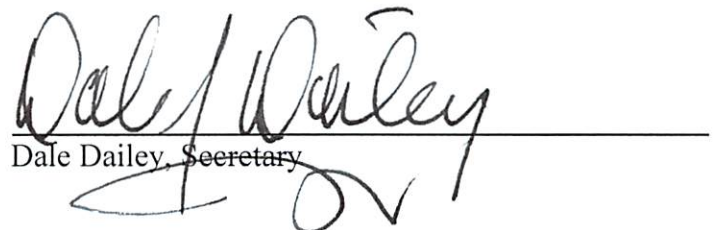
Community Development Director Rich Trent gave a brief update on the progress of the Corridor Improvement Authority, the Access Management Plan Steering Committee and the Community Development Department Activity Report.

DISCUSSION:

Brief discussion on the sewer substation project considered by the Planning Commission in December.

ADJOURNMENT: **Fair moved to adjourn the meeting at 8:05 p.m. Supported. MOTION CARRIED.**


Linda K. Parkinson, Recording Secretary


Dale Dailey, Secretary