

MINUTES
CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
TUESDAY, APRIL 16, 2019

Present Members: Joe Stevens, Cynthia Goulston, Keith Teltow, Stan Pankiewicz, Jim Edwards, Gerald Keller.

Also present: Planner Joe Tangari, Wayne Baumgarten, Roland Suess.

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Teltow.

2. THE PLEDGE TO THE FLAG

The Pledge to the flag was recited.

3. APPROVAL OF MINUTES

A motion was made by Member Goulston, supported by Member Pankiewicz to approve the minutes of March 19, 2019 as presented.

Ayes: Members Stevens, Teltow, Pankiewicz, Keller, Goulston, Edwards.

Nays: None.

Abstain: None.

Motion carried.

4. APPROVAL OF THE AGENDA

A motion was made by Member Edwards, supported by Member Keller to approve the agenda as submitted.

Ayes: Members Stevens, Teltow, Pankiewicz, Keller, Goulston, Edwards.

Nays: None.

Abstain: None.

Motion carried.

5. COMMUNICATIONS

Member Stevens reported Kyle Robertson's resignation from the Planning Commission has been accepted by the Township Board. Bob Wesolowski was appointed by the Township Board, who has previously served on the Board of Review. For personal reasons Bob Wesolowski notified the Supervisor he would not be able to serve and subsequently resigned.

A county workshop on planning is being held on Monday, April 29th and the cut off for registration was today. If anyone needs to sign up they should call County Planning tomorrow to see if they will accept late registrations, or call Pat at the township to get signed up.

6. DISCUSSION FROM THE FLOOR

None.

7. PUBLIC HEARING

None.

8. UNFINISHED BUSINESS

a. ZONING ORDINANCE LANGUAGE REVISION – PAVED AND UNPAVED SURFACES

Planner Tangari indicated what has been changed is a waiver that has been removed. Planner Tangari has had conversations with Bill Ruemenapp on this topic and he suggested looking at limiting the size of the unpaved storage area, such as not bigger than twice the size of the building with a path to go to the Zoning Board of Appeals for a waiver. Planner Tangari suggested something like an unpaved storage yard shall not exceed 200% of the building area in order to prevent massive storage yards.

Member Edwards inquired about a construction site and doesn't think that ratio would always work for businesses, such as supermarkets.

Chairman Teltow stated the last two site plans had unpaved storage areas.

Members Stevens and Edwards inquired as to a definition of a storage area. Chairman Teltow stated having a definition would help in facilitating the discussion.

Member Stevens stated having a big yard collecting items should be addressed whether that constitutes a storage area, and whether that would require paving.

Member Edwards stated parking vehicles should be addressed whether that constitutes a storage area, and whether that would require paving.

Chairman Teltow stated there are paths to approve a surface being paved or unpaved. The Planning Commission is cognizant of the many issues in developing a site, and feels the Planning Commission has been doing a good job looking at site plans in that regard.

Member Edwards stated he would not want a zoning ordinance regarding paving to hinder building due to limitations.

Member Pankiewicz stated an area 200% the size of the building is reasonable, and anything beyond that could come to the ZBA. Member Edwards said depending upon the definition of storage would depend on how many requests would be directed to the ZBA.

Chairman Teltow stated an area where a business is manipulating traffic in and out of a shop and is needed for the operation of the business should not be considered storage. If an area is an integral part of the business itself and using the area for the operation of the building that would not be considered a storage area.

Planner Tangari stated the requirement of a limestone surface indicates a top course of limestone and not necessarily down to the subgrade.

Chairman Teltow asked Planner Tangari to come up with a definition of storage and operational areas. Chairman Teltow reported that Supervisor Ruemenapp spoke to the

Township attorney about the subject of limitations on the number of businesses on a site and current trends are to not cap the number of businesses run out of a site.

b. ZONING ORDINANCE LANGUAGE REVISION – REVISED LIGHTING STANDARDS

Planner Tangari stated he has added the lighting standard for signs in square footage and square meter so it is easy for someone to compare what they have to the ordinance. What's addressed is exterior lighting standards and signs. Flashing, oscillating and intermittent signs are already in the sign ordinance so there's no need to address that again. The language presented could apply to all exterior lighting and shall not be flashing, oscillating or intermittent type and that would eliminate flashing or strobe lights which is distracting and causes problems to the public driving by. Planner Tangari stated #4 in Section 13.09 should be removed because it applies to signs, but that the other three things are fine.

Chairman Teltow stated this is trying to make this clearer when getting into illumination standards because they're hard to understand and the ordinance is going to use lumens which is used in the industry.

Planner Tangari stated that generally lights should be directed onto your own site and that's the broad and general standard.

Member Stevens stated he liked adding a statement providing background why the Planning Commission is adding an ordinance governing illumination, for the health, safety and welfare of the community, as well as maintaining a rural night sky.

Planner Tangari said photometric plans generally don't place much of a burden on the applicant, they are produced for a lighting company and there is usually no charge if you are buying their lighting and does not create a burden. Photometric plans are useful and common in urban communities and rural communities are starting to require them.

Planner Tangari spoke to Supervisor Ruemenapp about color temperature of LED lights. Kelvin is how you measure color temperature of light. Higher Kelvin is bluer and lower Kelvin is yellow. Some communities require auto shutoff on the signs.

Planner Tangari will add the intent statement, but at this time will not get real specific with lighting requirements. This will be set on the next time there's a public hearing.

Chairman Teltow recommended it be reviewed as development on 26 Mile Road changes.

c. REVISED SITE PLAN APPROVAL PROCESS – ENSURING STAMPED PLANS SUBMITTED TO TOWNSHIP

Planner Tangari circulated a document last month that was a reminder about the stamping set and that document was developed more into a form the township could use as a site plan is approved. The form can be used that after a site plan is approved the commission takes a short recess and the presiding member, usually the Chair or Vice Chair, or if at the township board level the Supervisor, writes condition of approval. There are four lines because you usually don't want too many more than that. The applicant and presiding

member sign it the form, make a few copies, one for the Township, one for the Planner and the Township keeps the original and applicant gets a copy. The applicant will leave the meeting knowing they have approval and in order to get building permits they have to submit their stamping sets. Currently there is a problem getting stamping sets from applicants and their engineers are not responding.

Roland Suess said he's been going to the file to review it for a building permit and there's nothing in there.

Member Edwards said this is a conditional/temporary approval and once everything is cleared up on that form the applicant gets final approval. Applicants shouldn't be getting building permits if they haven't met all requirements.

Chairman Teltow discussed the flow chart and he's hoping no building permits are issued until the Township gets the stamped approved site plan.

Roland Suess said he's just now getting the minutes which helps in issuing building permits. This tells him what the building is and what it's approved for. Mr. Suess is reluctant to give temporary CO's, especially on residential properties because there's a reluctance to finish up the projects, but requiring a bond helps.

Chairman Teltow said the Drain Commission is often the hold up. Next step will be to finalize the form and implement this and Chairman Teltow will work with Roland Suess on the site plan flow chart and send it to Planner Tangari for his comments.

Member Stevens asked to run this past Supervisor Ruemenapp if the form needs to be an official form for the Township.

9. NEW BUSINESS

None.

10. PLANNER'S REPORT

None.

11. REPORT FROM COMMITTEES

Member Stevens reported there was to be a park meeting on April 30th and park planner Pamela Blough would have been present, but they're waiting on the topographical survey to be done and once that's complete Pamela Blough can take that and start her work.

Planner Tangari said a Parks and Recreation page needs to be added to the Township website.

Member Pankiewicz reported the ZBA meeting granted a waiver to Dennis LaForest to add a deck and handicap ramp to his home that will give him and his family a better quality of life. The property is located on Meisner between Hessen and Palms.

12. ADJOURNMENT

A motion was made by Member Pankiewicz , supported by Member Edwards to adjourn at 8:08 p.m.

Ayes: Members Stevens, Teltow, Pankiewicz, Keller, Goulston, Edwards.

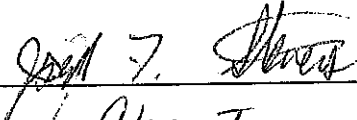
Nays: None.

Abstain: None.

Motion carried.

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 p.m. on Tuesday, May 21, 2019 at the Casco Township Hall, 4512 Meldrum Road.

Joseph F. Stevens, Secretary



Christine Ruemenapp, Recording Secretary

