

**MINUTES
CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING**

Tuesday, August 20, 2019

Members Present: Dale Allagreen, Jim Edwards, Cynthia Goulston,
Stan Pankiewicz, Joe Stevens, Keith Teltow

Absent: Gerald Keller

Others Present: Planner Joe Tangari

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 of Allegiance was recited.

3. APPROVAL OF THE MINUTES

A motion was made by Member Goulston and supported by Member Edwards to approve the minutes of July 16, 2019 as presented.

Ayes: Members Edwards, Goulston, Stevens, Teltow

Nays: None

Abstain: Members Allagreen, Pankiewicz

Motion Carried.

4. APPROVAL OF THE AGENDA

A motion was made by Member Edwards and supported by Member Pankiewicz to approve the agenda as submitted.

Ayes: Members Allagreen, Edwards, Goulston, Pankiewicz, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried.

5. COMMUNICATIONS

Member Stevens shared that the MSU Extension will be presenting a Great Lakes Levels information meeting on Thursday, September 5, 2019 for anyone that is interested.

Member Stevens also shared a handout of the steps of rezoning for reference.

6. DISCUSSION FROM THE FLOOR

None

7. PUBLIC HEARING

None

8. **UNFINISHED BUSINESS** (Referencing Giffels Webster letter of 7/11/19)

a. **ZONING ORDINANCE LANGUAGE REVISION – PAVED AND UNPAVED SURFACES**

Planner Tangari reported on Language previously agreed upon for Section 13.05.B.9. Paved Surfaces. Planner Tangari indicated that the language is being clarified about parking lots; it has been broken into two bullet points, so the requirements are clear to the reader that it's either one way or the other, with respect to parking surfaces.

b. **ZONING ORDINANCE LANGUAGE REVISION – STORAGE AREAS**

Planner Tangari stated that the definition of open storage has remained the same as the last meeting. He called attention to the obscuring wall or fence in combination with the Type C buffer as required in Section 13.13. which addresses the previous discussion about screening. The Planner also went over the existing waiver circumstances for the screening requirements. These are discretionary standards the planning commission can waive or reduce if one of the conditions have been met and the screening is adequate. Planner Tangari read through the additional items 2, 3, & 4 that were added. There was discussion from members regarding the language.

c. **ZONING ORDINANCE LANGUAGE REVISION – REVISED LIGHTING STANDARDS**

Planner Tangari indicated there was no change since the last meeting.

A motion was made by Member Stevens and supported by Member Goulston to set a public hearing for September 17, 2019 for ZONING ORDINANCE LANGUAGE REVISION – PAVED AND UNPAVED SURFACES; ZONING ORDINANCE LANGUAGE REVISION – STORAGE AREAS; ZONING ORDINANCE LANGUAGE REVISION – REVISED LIGHTING STANDARDS Per the July 11, 2019 memo from Giffels Webster.

Ayes: Members Allagreen, Edwards, Goulston, Pankiewicz, Stevens, Teltow

Nays: None

Abstain: None

Motion carried.

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

Chairman Teltow discussed that approvals have been divided into two categories. The first is the site plan approval process. Planner Tangari has come up with a "Notice of Required Submittal of Stamping Sets" sheet. If approved by the Twp. Board, this document will become part of the Site Plan Approval Process. Put the onus on the petitioner to get approved site plan where it needs to be. Once it's approved, a Casco Township Flow Chart will be issued, and applicant will be sitting down with the township building inspector and Chairman Teltow if necessary, to go through the four stamped sets. The site plan needs to be done correctly and in the file before a building permit is issued. Chairman Teltow has received a lot of positive feedback from the building department at township. Member Stevens recommends that the Notice of Required

Submittal of Stamping Sets becomes an official township document. There was some discussion regarding how applicants really need to make sure everything is complete.

Member Stevens made a motion and Member Pankiewicz supported to recommend to the Township Board to make the Notice of Required Submittal of Stamping Sets an official township document.

Ayes: Member Allagreen, Edwards, Goulston, Pankiewicz, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried.

9. NEW BUSINESS

- a. **PARK PROPERTY REZONING – SET PUBLIC HEARING DATE** Planner Tangari briefly explained that the township has requested to rezone the township park from its current zoning of B2 and ROS to just ROS Recreation Open Space. The planner went over issues the Planning Commission needs to consider for zoning map amendment per the rezoning review document from Giffels Webster dated August 15, 2019. Planner Tangari recommends having a public hearing in September.

Member Pankiewicz made a motion and Member Edwards supported to set a public hearing For September 17, 2019 for the Park Property Rezoning from the current 90% ROS and 10% B2 to 100% ROS.

Ayes: Member Allagreen, Edwards, Goulston, Pankiewicz, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried.

10. PLANNER'S REPORT

None

11. REPORT FROM COMMITTEES

TOWNSHIP PARK COMMITTEE Member Stevens handed out the Casco Township Belle River Park Public Meeting Summary and the preliminary park map from the Park Planner. He briefly went over each of the items listed on the map. The Township board previously requested that the park be developed in phases as Developmental grants are not as easily accessible to get as acquisition grants. Member Stevens invited everyone to come to the next Park Committee meeting as it is open to all.

ZONING BOARD OF APPEALS Member Pankiewicz informed the Commission that there were two ZBA meetings in July. Both variances were granted. The first one was on Church road for a

side off-set from 15 to 8 ft for a garage. The Second one was for a setback on Bethuy road.

12. ADJOURMENT

A motion was made by Member Allagreen and supported by Member Stevens to adjourn at 8:00 p.m.

Ayes: Members Allagreen, Edwards, Goulston, Pankiewicz, Stevens, Teltow

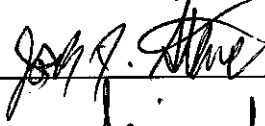
Nays: None

Abstain: None

Motion Carried.

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 p.m. on Tuesday September 17, 2019 at the Casco Township Hall, 4512 Meldrum Road.

Joseph F. Stevens, Secretary



Jennifer A Andersen, Recording Secretary

