

MINUTES
CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
Tuesday April 20, 2021

Members Present: Keith Teltow, Joe Stevens, Gerald Keller, James Edwards, Dan Hill, Gina Kaszynski (via ZOOM), Dale Allagreen (via ZOOM)
Members Absent: None
Others Present: Planner Stephen Cassin, Building Inspector Roland Suess, Vickie Holk, John Monte

1. CALL TO ORDER

The meeting was called to order at 7pm by Chairman Teltow.

2. THE PLEDGE TO THE FLAG

The pledge was led by Member Keller.

Member Stevens introduced the newest member of the Planning Commission, Dan Hill, who was appointed be the Township Board on April 13 to fill the remainder of Cynthia's Goulston's term. Member Hill gave a brief description of his background which includes employment with Harrison Township DPW. Member Hill also previously served on the Richmond School Board for several years.

3. APPROVAL OF THE MINUTES

Motion was made by Member Edwards and supported by Member Kaszynski to approve the minutes of March 16, 2021 as presented.

Ayes: Members Allagreen, Edwards, Kaszynski, Keller, Hill, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried

4. APPROVAL OF THE AGENDA

Chairperson Teltow made the recommendation to table the discussion on both Jeremy's Auto Sales and Signage Ordinance regulations for the following reasons. Jeremy's Auto Sales has yet to contact the township in regard to their efforts to obtain an auto salvage license. Also, Chairperson Teltow wanted to give the Planning Commissioners more time to read over the revised signage ordinance that was provided by Planner Cassin. Motion was made by Member Stevens and supported by Member Edwards to modify the agenda to table he discussion on Jeremy's Auto Sales auto salvage license and Signage Ordinance regulations. The rest of the agenda items stand as is.

Ayes: Members Allagreen, Edwards, Kaszynski, Keller, Hill, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried

5. COMMUNICATIONS

Member Stevens stated that he contacted Dave Struck of Saint Clair County Metropolitan Planning Commission two weeks ago to expedite their review of the modified ordinance pertaining to parking spaces in self-storage establishments. Mr. Struck responded that he would refer the matter to the Metropolitan Planning Commission Executive Committee for their review, instead of waiting for the full Commission to meet. On Monday, April 12, the Metropolitan Planning Commission send a letter to Casco Township that they approved of the modified ordinance. On Tuesday, April 13, the Casco Township Board approved the modified ordinance pertaining to parking spaces in self-storage establishments.

6. DISCUSSION FROM THE FLOOR

None.

7. PUBLIC HEARING

None.

8. UNFINISHED BUSINESS

- a. **Jeremy's Auto Sales** – Tabled until applicant decides to engage township on this matter.
- b. **Sign ordinance regulations** – Discussion on revised ordinance tabled until the May Planning Commission meeting.

9. NEW BUSINESS

- a. **Site Plan Review: Northpointe Storage** - John Monte of Project Control Engineering was present to represent the applicant, Adam Janusch. Mr. Monte gave an overview of the project which is to add six more permanent buildings and eight movable storage units to the Northpointe business. The parking around the new buildings is under the old ordinance. Planner Cassin gave his review of the site plan and stated that the parking, lighting, landscaping is in compliance with township ordinance. He noted that no signage was necessary. Planner Cassin went on to recommend approval of the Northpointe site plan. Chairperson Teltow asked the Planning Commission members for their input. Building Inspector Suess asked if the movable will go off-site. Mr. Monte responded that they will not be moved off-site. Member Keller asked if the movable storage units are storage cargo containers. Mr. Monte explained the nature of the storage units. Chairperson Teltow gave a brief overview of the history of

temporary uses in the township. Mr. Monte described the sizes of the movable storage units. Chairperson Teltow asked about the nature lighting on the site. Mr. Monte responded about the nature of the lighting. Chairperson Teltow then inquired about the fenced in area; Mr. Monte stated that the fenced in area is used to storage landscaping material. Chairperson Teltow asked how the township control the use of the movable storage units. Member Edwards also inquired if the movable storage units meet code. Building Inspector Suess replied that any structure under 120 square feet does need to be inspected. Chairperson Teltow asked if Northepointe needs to make a modification to their site plan concerning the movable storage units. Planner Cassin replied that a note calling out the movable storage units must be included on the approved site plan. Member Stevens asked how the placement of movable storage units can be controlled on a site? Planner Cassin responded that the placement and moving of movable storage units would require site plan approval. Chairperson Teltow explained to John Monte the Notice of Required Submittal of Stamping Sets, which is needed to be signed once to site plan is approved. Building Inspector Suess asked about fire access routes. John Monte explained none of the fire routes around any of the six new building or the eight movable storage are accessible to emergency vehicles.

Motion made by Member Edwards to approve the site plan for Northpointe Storage, 9926 Marine City Hwy., site plan dated March 25, 2021, contingent the following conditions; a note be added to the final approved plans concerning the eight movable storage structures, planner's review of the final plan, and the obtaining of building permits. Member Keller seconded the motion.

Ayes: Members Allagreen, Edwards, Kaszynski, Keller, Hill, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried

- b. Master Plan – Marine City Highway Right-of-Way** - Planner Cassin commented that the Planning Commission this year needs to make a decision in regard to the Township's Master Plan. The options in regard to the Master Plan are as follows; (1) pass a resolution that the Master Plan needs no changes, (2) make amendments to the current plan, or (3) draft a whole-new Master Plan. Planner Cassin recommends that either the Planning Commission passes a resolution that no changes are necessary to the Master Plan, or make amendments. Planner Cassin added if the Planning Commission wanted to make changes it would be difficult since the 2020 U.S. Census data has yet to be released. Also, he recently attended a conference hosted by the Saint Clair County Economic Development Authority (EDA) in which the future development plans of the Marine City Highway corridor were discussed. Some features of this discussion involved increasing the width of Marine City Highway, as well as bringing sewer and water service down the entire length of the corridor to

facilitate economic development. The EDA commissioned a study to look at these proposed upgrades to the corridor. Planner Cassin commented that these factors would directly affect the township's Master Plan. He recommended that if the census and other data relating to the Marine City Highway corridor development study are not available by the end of the year, the Planning Commission can pass a resolution stating that a decision in regard to changes to the Master Plan will be made when relevant data become available.

- c. **Discussion – Broadband coverage in Casco Township** - Member Stevens stated that he had a request from the Township Board to see if there was any way in which the Planning Commission can help facilitate broadband coverage in the township. Planner Cassin responded that the township should work with Saint Clair County Economic Development Authority (EDA) on this matter.

10. PLANNERS REPORT

Planner Cassin reported that township attorney Chris Anderson sent a letter to Ponzio Construction that they must have 30 days to comply with their approved site plan, or the matter will be referred to Circuit Court for legal remedy.

11. REPORT FROM COMMITTEES

Member Stevens informed the Planning Commission that the application for the DNR Passport Recreational Grant to develop Phase 1 of the Casco Township Belle River Park has been submitted. It was noted that the township received many letter of support from interested agencies and local government representatives in support of the grant application. Member Stevens also informed that bid for the basement remodeling has been accepted. The renovated basement will have a dedicated storage area, as well as an open space for voting and conferences.

12. Adjournment

Motion was made by Member Edwards and supported by Member Allagreen to adjourn at 8:10 pm.

Ayes: Members Allagreen, Edwards, Kaszynski, Keller, Hill, Stevens, Teltow

Nays: None

Abstain: None

Motion Carried

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 pm on Tuesday, May 18, 2021 at the Casco Township Hall, 4512 Meldrum Road.

Joseph Stevens, Secretary
Casco Township Planning Commission