

MINUTES
CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
SEPTEMBER 20, 2022; 7:00 p.m.

Members Present: Keith Teltow, James Edwards, Gina Kaszynski, Sue Coppens,
Dan Hill, and John Sarcone

Members Absent: Gerald Keller

Others Present: Joe Stevens, Supervisor; Karen Laverne, Planner

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

The Pledge was led by Member Kaszynski.

3. APPROVAL OF MINUTES

a. August 16, 2022

Motion was made by Member Edwards and supported by Member Kaszynski to approve the minutes of August 16, 2022, as presented.

Ayes: Members Teltow, Edwards, Hill, Kaszynski, Sarcone and Coppens.

Nays: None

Absent: Keller

Abstain: None

Motion Carried.

4. APPROVAL OF THE AGENDA

a. Motion was made by Member Kaszynski and supported by Member Edwards to approve the agenda as presented by Chairperson Teltow.

Ayes: Members Teltow, Edwards, Hill, Kaszynski, Sarcone and Coppens.

Nays: None

Absent: Keller

Abstain: None

Motion carried

5. COMMUNICATIONS

Supervisor Stevens updated the Commission Members on the capping of oil wells in the township due to the company going out of business and requested additional information from Ms. Laverne regarding restriction of mining activities.

6. DISCUSSION FROM THE FLOOR

Tiffany Turk, China Township resident, spoke on the Marine City Highway Corridor Plan.

7. PUBLIC HEARINGS

There are no items scheduled for public hearing.

8. UNFINISHED BUSINESS

a. Discussion of Zoning Ordinance, Section 65, Accessory Buildings

Ms. Laverne presented the commission members with a schedule regarding the size of an accessory building in comparison to the size of the entire lot in the agricultural zone.

Further discussion was held regarding principal use versus accessory use, consideration of future use, type of building use, complementary use, etc. Ms. Laverne commented that Code Enforcement should manage any violation.

9. NEW BUSINESS

a. Discussion on Hoop Buildings

A hoop building is considered a temporary or accessory structure used for storage. Discussion was held on type of framing such as canvas or vinyl, foundation, footings, seasonal use, and Quonset hut style.

Supervisor Stevens commented on when a building would need an inspection (permanent, temporary, seasonal uses) and how restrictions would be enforced. Mr. Stevens requested information on how surrounding communities regulate hoop buildings.

b. Site Plan Approval Procedures Review

Ms. Laverne noted that a site plan is required for any new construction or for additions or alternations to buildings, and includes any substantial change is the use of a property, special land use in a zoning district, and off-site condominium developments.

The site plan review gives the Township an opportunity to review the proposed use of a site in relation to the existing ordinances. Items considered in a review include surrounding uses, accessibility, roads, parking, public utilities, drainage, natural features, and screening which may have an impact on health, safety and general welfare.

The process includes an optional pre-planning meeting, submittal of the application and site plan, a checklist, fees, submittal of twelve copies, review of plans, Planning Commission review and approval/denial, permits pulled upon approval, applicant can appeal to the ZBA upon denial, resubmittal of any changes.

Conditional zoning is zoning that is similar to the surrounding areas and spot zoning is non-compatible with surrounding areas and/or Future Land Use Plan. Conditional zoning helps to maintain the character of the area better than spot zoning. A rezone would occur prior to a site plan review.

Member Sarcone asked Ms. Laverne if a request for a rezone is part of the site plan or if it is considered a separate process. Ms. Laverne responded that it is a separate process.

Ms. Laverne also stated that Casco Township's process is similar to neighboring municipalities.

Chairman Teltow noted that Casco Township's process is:

- a. Site Plan and connected permits reviewed and approved by Mr. Cassin and Ms. Laverne
- b. Approved documents forwarded to the Building Department

Ms. Laverne suggested having a list of various departments and organizations to contact.

10. PLANNER'S REPORT

Ms. Laverne informed the members that she will be sending out a sample Park & Recreation survey as indicated at the last meeting.

11. REPORT FROM COMMITTEES

Supervisor Stevens noted that there will be a site plan submitted for review and a conditional rezoning request at the next Planning Commission meeting regarding the Great Lakes Trucking terminal, which will include traditional rezoning. Also, the Palm Road bridge should open next week.

Supervisor Stevens reiterated Zoning Board of Appeals members must follow a strict guideline when reviewing applications, noting that there cannot exist a self-created hardship.

7. ADJOURNMENT

Motion by Member Hill and supported by Member Sarcone to adjourn the meeting.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, and Coppens.

Nays: None

Absent: Keller

Abstain: None

Motion carried.

The meeting was adjourned at 8:20.

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 p.m. on Tuesday, October 18, 2022, at the Casco Township Hall, 4512 Meldrum Road.

Dan Hill, Planning Commission Secretary

Respectfully Submitted,

Rebecca C. Haynes, Recording Secretary

