

MINUTES  
CASCO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
MAY 16, 2023

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

Members Absent: Dan Hill, Gerald Keller

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

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG AND MOMENT OF SILENCE

The Pledge was led by Member Coppens followed by a Moment of Silence out of respect for the families of mass shootings.

3. APPROVAL OF MINUTES

a. April 18, 2023

Motion was made by Member Edwards and supported by Member Kaszynski to approve the minutes of April 18, 2023, as submitted.

Ayes: Members Teltow, Edwards, Kaszynski, Coppens, Sarcone

Nays: None

Absent: Hill, Keller

Abstain: None

Motion Carried.

4. APPROVAL OF THE AGENDA

Motion was made by Member Kaszynski and supported by Member Sarcone to accept the agenda as presented.

Ayes: Members Teltow, Edwards, Kaszynski, Coppens, Sarcone

Nays: None

Absent: Hill, Keller

Abstain: None

#### 5. COMMUNICATIONS

There was no communication.

#### 6. DISCUSSION FROM THE FLOOR

There was no discussion from the floor.

#### 7. PUBLIC HEARING

There was no public hearing scheduled.

#### 8. UNFINISHED BUSINESS (Please see Session II below)

- a. Adjustment to Article 2, Section 3, Definitions, and Article 25, Section 65, Accessory Buildings of the Zoning Ordinance to include regulation of hoop buildings

Karen Laverne, Planner, stated that the item is before the Commission due to approval at the April meeting. The Building Inspector requested changes to the permit requirements for buildings over 200 square feet.

Motion by Member Sarcone and supported by Member Edwards to table the topic on hoop structures, accessory buildings, and the definitions and the requirements which the Township has to construct one until a later date.

Ayes: Members Teltow, Edwards, Kaszynski, Coppens, Sarcone

Nays: None

Absent: Hill, Keller

Abstain: None

Motion carried.

#### 9. NEW BUSINESS

- a. Discussion – Accessory Building Ordinance language with respect to Principle Permitted Residence occupation.

Ms. Laverne reported that there is an issue with residents pulling permits for buildings on properties that do not have an occupied residential structure, or an active principle use, in any district.

Joe Stevens, Township Supervisor, stated he would like verification that the property is occupied.

Motion by Member Sarcone and supported by Member Kaszynski to amend the new verbiage to more specifically outline R-1 and R-2 in AG to limit accessory buildings only when there is an occupied primary residence.

Ayes: Members Teltow, Edwards, Kaszynski, Coppens, Sarcone

Nays: None

Absent: Hill, Keller

Abstain: None

Motion carried.

## 10. PLANNER'S REPORT

Steve Cassin, Planner, reported that he attended the Michigan Township Conference where a discussion took place about events at the Legislature, including rules and laws that will affect local municipalities' short-term rentals, sand/gravel mining, and local newspapers.

## 11. REPORT FROM COMMITTEES

Supervisor Stevens reported that he wanted to hold a joint Planning Commission – Zoning Board of Appeals session.

## SESSION II

### 1. Master Plan Five-Year Update

#### a. Public Comment on Master Plan Five-Year Update

NOTE: Persons wishing to address the Planning Commission must do so from the podium. All comments are limited to three minutes.

Ms. Laverne reported that she provided the Commission members with two Master Plan draft reviews and requested permission from the Supervisor to authorize publication of the survey.

## 2. ADJOURNMENT

Motion by Member Edwards and supported by Member Kaszynski to adjourn the meeting.

Ayes: Members Teltow, Edwards, Kaszynski, Coppens, Sarcone

Nays: None

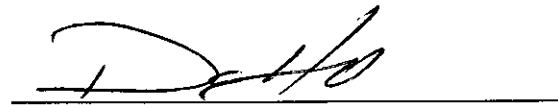
Absent: Hill, Keller

Abstain: None

Motion carried.

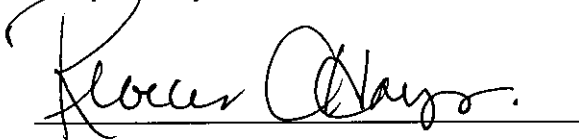
The meeting was adjourned at 7:42 p.m.

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 p.m. on Tuesday, June 20, 2023, Casco Township Hall, 4512 Meldrum Road.



Dan Hill, Planning Commission Secretary

Respectfully Submitted,



Rebecca C. Haynes, Recording Secretary