

WHITEWATER TOWNSHIP PLANNING COMMISSION  
MINUTES FOR REGULAR MEETING  
September 6, 2023

Call to Order at 7:00 p.m.

Roll Call: DeYoung, Jacobson, Keaton, Steelman, Vollmuth, Wroubel

Absent: None

Also in attendance: Planner Mielnik and Recording Secretary MacLean

Four on Zoom at the beginning of the meeting.

Set / Adjust Agenda: Set

Declaration of Conflict of Interest: None

Public Comment:

Connie Hymore

Vicki Beam

Public Hearing: None

Approval of Minutes:

MOTION by DeYoung second by Steelman to approve the Planning Commission meeting minutes of August 2 and August 16, 2023 and Special ROS meeting minutes of August 10 (as amended) and August 24, 2023.

Roll call vote: Keaton-yes; Jacobson-yes; Wroubel-yes; Steelman-yes; DeYoung-yes; Vollmuth-yes. Motion carried.

Correspondence: Pages 153 – 161 could be considered correspondence but is part of unfinished business

Reports:

*Zoning Administrator Report, Hall:* Not available. He has a report in the township board packet.

*Chair's Report, Steelman:* None.

*Township Board Rep, Vollmuth:* Recommends the Planning Commission read the whole board packet for the September 12 Township Board meeting. Vollmuth will make copies of the board packet for three of the members for their reference.

Waiting on a response from the Parent Teach Organization regarding cookies.

*ZBA Representative, Wroubel:* August 24 case on a request for variance from the 4:1 width to depth ratio request by Baggs Partners. The Township Board overruled the zoning administrator decision to allow the variance. The board ruled the parcel unbuildable. The request was brought before the ZBA. The ZBA decided in favor of allowing the variance.

*Committee Reports:* None

*Additional items:* None

Unfinished Business:

1. Zoning Update Project – Mielnik

1. Clarification of the current zoning ordinance rather than an update. Not making changes at this time.
2. There are 37 articles that can be condensed to about 17 with better organization.
3. Zoning districts are better as a map rather than the legal descriptions that are currently in the ordinance.

Mielnik will work on improving the draft and readability of the working document.

Some definitions will come directly from the state. Will need to add definitions for clarification as we progress.

Will create a better key to show changes, what and why, etc.

Will make sure all of the amendments are properly in the ordinance.

This zoning ordinance, with the clarifications, will be the working document once approved. Then the PC will be able to go through and address necessary and wanted changes.

Split zone properties will need to be addressed on the map with clarification. Will need to add the scale and signatures with adoption dates.

The consensus of the PC is that they like the direction Mielnik is going with this. Will add hyperlinks when the document is ready.

Mielnik will make a running list of items that need to be addressed at some point.

2. Master Plan update:

Survey results by population – DeYoung can put comments in an order to make it more easily viewed.  
Have created some charts and will put it in a format that is more useful for questions that may arise in the future.  
DeYoung will make some adjustments and organization of the info and create some more charts.  
With input from the ROS members present, suggestions made regarding the charts and what the numbers represent.

Posting the survey on the township website.

**MOTION** by Vollmuth, second by DeYoung to take the master plan final survey results and place it on the website for public review.

Roll call: Vollmuth-yes; Keaton-yes; Wroubel-yes; Jacobson-yes; Steelman-yes; DeYoung-yes. Motion carried.

3. Resident Outreach Subcommittee (ROS), including Peltonen, McElwee present at the meeting:

Membership discussion and appointments. Nine people reached out to possibly take part in the ROS. Two are still interested.

**MOTION** by Steelman, second by Jacobson to add Gary Buczkowski and Ream Stratton to the ROS.

Roll call: Wroubel-yes; Keaton-yes; Vollmuth-yes; Jacobson-yes; DeYoung-yes; Steelman-yes. Motion carried.

LIAA memo covers the general direction of the plan. Barry Hicks of LIAA will be available at the meeting on the 15<sup>th</sup>. No elected officials will man a table at the open house on the 28<sup>th</sup>.

Discussion ensued regarding communication, flyers, emails, township web posting, radio and signs.

**MOTION** by Keaton second by Jacobson to approve the conceptual plan for the open house as laid out in the LIAA memo dated August 28, 2023.

Roll call: Vollmuth-yes; DeYoung-yes; Wroubel-yes; Steelman-yes; Jacobson-yes; Keaton-yes. Motion carried.

If a special meeting needs to be called, if there are any significant changes to the plan it could be Wednesday, September 20, 2023.

Next ROS meeting date September 15, at 9 a.m.

Master Plan Community Engagement is September 28, 2023, at Mill Creek Elementary, 4-7 p.m. with LIAA

4. Township Board response to the PC questions submitted in August to the township board is included in the packet as an FYI. No questions from the PC.
5. Submission to the Township Board for their September 12 meeting, including Clerk's budget amendment request is included in the packet as an FYI. No questions from the PC

New Business:

1. None

Special ROS meeting: September 15, 2023 at 9 a.m.

Community Engagement September 28, 2023, at the Mill Creek Elementary, 4 – 7 p.m.

Next Regular Meeting October 4, 2023, 7 p.m.

Agenda: ROS-Community Engagement discussion, plan for TB / PC joint meeting in November, next community engagement plus review of zoning ordinance and draft master plan.

Public Comment:

Denise Peltonen

Vicki Beam

Connie Hymore

Commission Discussion/Comments:

DeYoung questioned the discussion / public comment of the township and state land division laws. No discussion as it is not on the agenda – it will be at a future date.

Continuing Education: Three excellent training opportunities shared in the packet: Grand Traverse Region Citizen

Planner from the Clerk; free training related to the master plan from the ZA and Planning Michigan Conference from Mielnik.

Adjournment: 9:03 p.m.

Tabled items: Article 5 Districts; Article 25, Special Use Permits: campgrounds

Respectfully Submitted  
Lois MacLean,  
Recording Secretary