

**D R A F T**  
**Whitewater Township Planning Commission**  
**Minutes of 1/6/2010 Regular Meeting**

**Call to Order**

Chairperson Zakrajsek called the meeting to order at 7:07 p.m.

**Roll Call**

Members Present: Boyd, Courtade, Mangus, Miller, Savage, Zakrajsek

Members Absent: Lyons - excused

Also Attending: Planning/Zoning Administrator Meyers,  
Recording Secretary MacLean plus 11 others.

**Set/Adjust Agenda**

No adjustments to agenda

**Approval of 12/2/09 Regular Meeting Minutes**

Motion by Savage, seconded by Boyd, to approve the 12/2/09 Regular Meeting minutes.

**Motion carried 6-0.**

**Conflict of Interest: None declared**

**Public Comment: None**

**Public Hearing - None**

**Reports:**

**Correspondence: None**

**Zoning Administrator:**

Report attached.

No road committee in December. Next meeting will be January 13 at 4 p.m., meeting is at WWT. Mary Gillis from GT County Road Commission will discuss how roads are funded.

Disaster Plan meeting. More research in progress. Validating events with the historical society.

**TC TALUS Representative, Meyers:**

Still reviewing documents from The Grand Vision. Group is currently reviewing "corridors of significance". Meyers had lobbied for M72 from US31 to the township line be included and it did get included.

**Township Board Representative, Boyd:** Urging everyone, including the public to get involved at board meetings.

**Chair, Zakrajsek: None**

## **Old Business:**

### **1. Sign Ordinance**

Meyers: Per request, modified Article 30-Signs to incorporate comments and questions from previous meeting.

Re: Political signs, Meyers contacted Grand Traverse County. They indicated there are no rules, only policies. Anything in their right of way is a violation. There is a resolution by the County to authorize WWT to remove any signs that are in their right of way. This led to her decision to leave current language the way it is so the Public Hearing process is not held up by this one issue.

Re: Sign Review Board information remains in its current location as it is consistent with the rest of the ordinance as variation provisions are located at the end of each article.

Include Sign Review Board in definitions.

Business owners in the Township were contacted regarding signs. Several are in attendance. Mr. Saco sent a letter indicating he likes the way the sign ordinance reads now.

Zakrajsek: The “clean copy” distributed by Meyers looks good. It appears to be pretty much what we are looking for.

Mangus: Would like a policy included on what will happen when a sign is removed. Grand Travers County has no provision.

Savage said: add a paragraph that states that this will be the policy of Whitewater Township: All off premise signs will have contact information. The Zoning Administrator or other authorized person who is responsible for the removal of improperly placed signs will remove those signs to the Whitewater Township Hall, where they will remain for a period of seven days. At the end of the seven days, if not retracted by the owner they will be disposed of.

Zakrajsek: When a building / business sign is in violation what happens?

Meyers: They are issued a violation and informed to comply. After that tickets get written. Enforcement section in the Zoning Ordinance indicates what happens when one is in violation of the Zoning Ordinance, which includes the sign section of the ordinance.

A vinyl banner that is secured at all four corners is a sign.

Remove “Banners” from the prohibited section.

Motion by Boyd, seconded by Savage to accept, with changes, the Sign Ordinance, Article 30, and set a public hearing for February 3, 2010.

**Motion carried 6-0.**

Public input comments:

\* Parked vehicles that are signs, renegade signage. Signs on legitimate trucks used as trucks are okay.

\* It is advantageous to the public to be able to see the signs, making it easy for people to safely find businesses. At 55 mph people need to be able to see a sign ½ mile ahead for safety.

\* Business owner, Don Pisney from ClassicFarm Equipment, is of the opinion that 45sq. ft. is not enough at 55 mph. He would like to encourage more square footage. Road elevation should determine sign height, 10 feet off the road elevation is plenty.

\* Business owner, Paul Tyrer, wants larger signs, larger than 45 sq. ft.

Mangus wants sign review board information in several places in the ordinance. It was decided it will stay where it is, people will most likely read the whole thing or ask the Zoning Administrator. Sign review board takes into consideration the topography.

## **2. Sub-Committee Updates**

Informed the public and commission members that the website calendar now will show the agenda of the meeting scheduled. Detail can be located on the link of the specific board/commission/committee. The material that is not available on the website will be available at the township hall.

- a.) Agriculture – Lyons, (via Meyers) is working and is in touch with the farmers. Meetings coming up.
- b.) Transportation – Miller, wants 3 members plus himself, has two. Plans meeting within the next two weeks.
- c.) Natural Resources/Environment/Recreation – Courtade, has several people interested and is scheduling the meeting for the 28<sup>th</sup> at 7 p.m. at the township hall.
- d.) Lot Size/Housing – Savage, four members and will schedule a meeting
- e.) Village/Commercial/Industrial – Mangus, open meeting format scheduled for the 28<sup>th</sup> at 7 p.m. at the township hall. Business owners have been and will be contacted.
- f.) Code Enforcement/Zoning Issues – Boyd, may be a committee of one if no one is interested.
- g.) Tribal Issues – Zakrajsek

There needs to be some clarification regarding pay for the sub-committees. (ie: when does it go into affect? Commission members only to receive pay? All members of a sub-committee to get paid? Limited number of meetings? Limited number of sub-committee members?) Meyers will report back to the PC when the issue has been clarified.

Zakrajsek: The object of the sub-committees is to go over the survey and collect data for the Master Plan. This step of the time-line can only take so long. We have a July 2011 deadline for the Master Plan and in order to meet that deadline we are looking at needing the sub-committee information back to the Planning Commission by March. Hopefully, the sub-committees will be a time and money saving step in the process of re-doing the Master Plan.

Savage: Was under the impression that there was going to be another survey. That the first one was just for general information and that there would be another follow-up survey for more details.

Everyone agrees, the survey had holes in it and more clarification is necessary. The meetings will draw more questions and ideas out of the people. The Sub-committee chair then, is to bring the information to the PC for further evaluation.

Boyd: These sub-committees are another tool, like a step between surveys or possibly come up with enough information that we can get started writing the Master Plan and maybe not need another community wide survey.

Mangus: Different people will participate in different types of forums.

## **New Business**

### **1. Mariana Sanford Request to Speak**

Interested in an academically based childcare center on the Dean's property on Old M72 next to Mill Creek Elementary. Wanting to get an idea of the Planning Commission's general impression of this concept. Memo Attached.

General impression is that it is a good idea; could be very beneficial for the community; 3000 sq. ft. facility; no residence; fenced; residential looking type building.

### **2. 2010 – 2011 Budget**

Attached.

Based on monies used of the 2009-2010 budget, the proposed budget is \$13,355 less than the previous budget. Attached.

Discussion that possible mailings can be "piggy-backed" with the township newsletter.

Motion by Boyd, seconded by Savage to recommend to the Township Board the 2010-2011 proposed budget as presented.

**Motion carried 6-0.**

### **3. ZBA Request – Pat Miller**

ZBA approved the temporary use of an existing home while another is being built on the same property. Would like the Planning Commission to consider changing that part of that ordinance to make it easier for people to do this without scheduling a ZBA meeting. This would avoid construction delays and save the ZBA meeting monies. Three requests in the past 18 months, 17 requests in the past several years.

Possible temporary use of mobile home/temporary housing, with approval from health department. Removal monies to be posted with the township and signed written agreement that any legal fees to enforce the removal will be paid for by the home owner.

ZBA request tabled to next meeting requesting information from Meyers.

### **4. Election of Officers**

Motion by Courtade, seconded by Savage to keep Zakrajsek as the Chairperson.

**Motion carried 6-0.**

Motion by Savage, seconded by Boyd, accepted by Miller, for Pat Miller to be the Vice Chair.

**Motion carried 6-0.**

Matt Lyons has agreed to remain secretary. Motion by Savage, seconded by Boyd to keep Lyons as the secretary.

**Motion carried 6-0.**

Call to all PC members and the public still present by Boyd for all to attend the Emergency Services meeting scheduled for the 12<sup>th</sup> at 7 p.m.

**Public Comment:** None

**Continuing Education – Master Citizen Planner Presentation – Lois MacLean**

Due to lateness of meeting, presentation has been postponed.

**Motion to adjourn at 9:40 pm** by Boyd, seconded by Courtade. **Motion carried 6-0.**

Meeting adjourned.

Respectfully Submitted,  
Recording Secretary, Lois MacLean