

WHITEWATER TOWNSHIP PLANNING COMMISSION
MINUTES FOR REGULAR MEETING
January 4, 2017

Call to Order at 7:03 p.m.

Roll Call: Dean, Hooper, Lawson, Mangus

Absent: Link, Miller

Also in attendance: Recording Secretary MacLean, Zoning Administrator Chris Weinzapfel

Set / Adjust Agenda: New Business move ahead of Old Business

Declaration of Conflict of Interest: None.

Public Comment: None.

Public Hearing: None.

Approval of Minutes:

Motion to approve December 7, 2016, Regular Meeting Minutes by Hooper, second by Lawson. All in favor. Motion carried.

Correspondence: None

Reports:

Zoning Administrator Report, Weinzapfel: Becoming familiar with the Zoning Ordinance (ZO). Will locate the partially “combined” ZO that the previous ZA had been working on. It’s been very quiet this fall / winter. There have been calls with questions regarding the weekly rentals. The question for the township is if it is permitted or not. Discussion of permissive (specifically permitted) vs. non-permissive format of the zoning ordinance. Discussion of the “tabled items” of the PC.

Chair’s Report, Link: NA.

Township Board Rep., Lawson: A lot of PC information was discussed at the last Board meeting. The Board has brought up doing a questionnaire / survey. The Board would like the PC to do the RFP and recommend (decide on) the contractor for Board approval. The Board is in charge of making PC appointments and that will be taken back to the Board. Putting together the agenda, who and when by-laws discussion.

ZBA Representative,: No meetings. Hooper is willing to be the representative to the ZBA.

Committee Reports: None.

Additional Items: MacLean informed the PC of an IPR radio program that discussed weekly rentals in the area. They can check the Interlochen Public Radio (IPR) website to see if they have a link to the audio of that discussion from a few Fridays ago.

Old Business

1. Request (RFP) for Recodification discussion.

Specify what we are looking for.

Zoning Ordinance and possibly the General Ordinance.

Working with a recodification company may keep everything moving more quickly.

Possibly a monthly subscription.

Last quotes were \$6,000 to \$13,000 not including the General Ordinance. Possibly put out a \$20,000 budget request.

Permissive vs. non-permissive document should be decided before sending it out.

(permissive = you have to have permission, if it is not listed it is not allowed)

Current ordinance compilation needs to be completed before RFP can go out.

Kim will prepare the draft RFP for the next meeting.

2. PC Budget discussion -

PC budget: Regular meetings (\$480 each x 12 = \$5760), five special meetings (\$2,400) recodification (up to \$20,000), mailers (\$0 if included with newsletter), sub-committee meetings (\$190 each x 2 x 6 = \$2,280)

Kim will prepare a budget for the next meeting.

New Business:

1. By-laws: There have been no adjustments since 2014.

Discussion of meeting packet / agenda, propose to the Board to allow the Recording Secretary to fulfill that duty in cooperation with the Chair and the ZA if needed. The Recording Secretary would be compensated – that discussion would be with the Board.

Add next month's agenda items as an item to the standard agenda template after New Business before Public Comment.

Add a gender statement in the by-laws for membership representation. Membership is decided by the Board. No changes to the by-laws on this comment.

Dean will do a red-line of the by-laws and get that to Lawson for presentation to the Board.

2. Election of Officers: Chair, Vice Chair and Secretary – Discussion. Postpone Secretary appointment.

Lawson proposes Mangus as Chair. Mangus accepts.

Roll call vote: Dean-yes, Hooper-yes, Lawson-yes, Link-NA, Mangus-yes, Miller-NA

Lawson proposes Dean as Vice Chair. Dean accepts.

Roll call vote: Hooper-yes, Lawson-yes, Link-NA, Mangus-yes, Miller-NA, Dean-yes

Lawson proposes Hooper as the Zoning Board of Appeals Representative. Hooper Accepts.

Roll call vote: Lawson-yes, Link- NA, Mangus-yes, Miller-NA, Dean-yes, Hooper- yes

3. Next meeting February 1:

Appointment of PC Secretary

Permissive vs. non-permissive language of the zoning ordinance

ZO compilation update (Chris)

Simplified RFP (Kim)

PC Budget from PC Chair (Kim)

2017/2018 meeting dates resolution

By-laws approval

Public Comment: None.

Commission Discussion/Comments:

Continuing Education: None.

Adjournment: 9:04p.m.

Respectfully Submitted

Lois MacLean,

Recording Secretary