

WHITEWATER TOWNSHIP PLANNING COMMISSION
MINUTES FOR REGULAR MEETING
March 1, 2023

Call to Order at 7:00 p.m.

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

Absent: DeYoung, Rebant,

Also in attendance: Planner Randy Mielnik and Recording Secretary MacLean

Zoom attendance: 2 at start

Set / Adjust Agenda: Address New Business #1, Annual Report after Unfinished Business #4, Project Flow Chart

Declaration of Conflict of Interest: None

Public Comment:

Public comment began at 7:04 p.m.

Heidi Vollmuth

Denise Peltonen

Public comment ended at 7:10 p.m.

Public Hearing: None

Approval of Minutes:

MOTION by Vollmuth, second by Jacobson to approve the minutes of February 1, 2023, as amended.

Roll call: Wroubel-yes; Jacobson-yes; Vollmuth-yes; Keaton-yes; Rebant-n/a; DeYoung-n/a; Steelman-yes.

Motion carried.

Correspondence: Acme Township Master Plan Notification

Reports:

Zoning Administrator Report, Hall: Not available.

Chair's Report, Steelman: Status of general ordinance and municode, binder updates for zoning ordinance and a general ordinances. Two township zoning books have been ordered for those that need them.

Township Board Rep, Vollmuth: Binders are still being put together. Vollmuth asks who wants the Authorities book (the red book). We need the tools. Vollmuth spoke with the ZA. Suggests everyone read the article that was handed out regarding non-conformities.

ZBA Representative, Wroubel: No meeting in February

Committee Reports: None

Planner, Mielnik: Part of the packet for discussion.

Unfinished Business:

1. Amendment #86, Article 28, Condominium Development Regulations and Article 3 Definitions discussion:
It has been before the PC, the Planner, the attorney and it has been through Public Hearing. Clarifications, not major zoning changes.
Consensus to forward to the board as amended.
Findings of fact: (1) to clarify text with varied interpretations; (2) to adjust organizational structure to improve navigation within the article; (3) to provide definitions that were not previously defined; (4) to improve clarity which were not as concise as the PC wanted; (5) to increase transparency, clarity and to conform with exparte' rules we added the planner and reduced the number of planning commissioners to one or two in a preliminary site plan review.
MOTION by Jacobson second by Keaton to forward Amendment #86 as amended to the Board with a recommendation to adopt based on the stated findings of fact: (1) to clarify text with varied interpretations; (2) to adjust organizational structure to improve navigation within the article; (3) to provide definitions that were not previously defined; (4) to improve clarity which were not as concise as the PC wanted; (5) to increase transparency, clarity and to conform with exparte' rules we added the planner and reduced the number of planning commissioners to one or two in a preliminary site plan review.
Roll call: Steelman-yes; Jacobson-yes; Vollmuth-Board member not voting; Keaton-yes; Rebant-n/a; Wroubel-

yes; DeYoung-n/a.

Correct and scan the printed version and present to the Board for inclusion in the packet for March 14 meeting.

2. Bylaws review and discussion and changes made.

MOTION by Keaton second by Wroubel to adopt the bylaws as amended.

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

3. Zoning Ordinance update and proposed action, Mielnik and Steelman: Zoning Ordinance update discussion.
Consensus on the proposed action plan.

MOTION by Steelman second by Jacobson to present this proposed action plan to the Board.

Roll Call: Jacobson-yes; Keaton-yes; DeYoung-n/a; Wroubel-yes; Steelman-yes; Vollmuth-yes; Rebant-n/a.
Motion carried.

4. Master Plan Power point presentation

- a. Community engagement
- b. Review 2009 survey
- c. Potential value of a new survey and public participation
- d. Develop recommendations

5. Project Flow Chart – Rebant: Postpone

6. Standard Operating Procedures (SOP). Postpone

7. Private Roads, Vollmuth: discussion: How important is the private road ordinance? Not important to the Master Plan. In Whitewater Township the Private Road is a General Ordinance. Is this something the PC needs to address at this time? Are we going to do it as a zoning ordinance? Does the PC have the authority to work on this? The ordinance was repealed, not repealed and replaced, just left with nothing.
Steelman recommends sending private road ordinances as individuals instead of as the PC. It would be for new private road construction only.
Steelman asked if this is a priority of the Planning Commission right now? It is a General Ordinance.
Everyone come back with a private ordinance that can be discussed next time.
Consensus that this is an agenda item for April.

New Business:

1. Annual Report discussion with a consensus to present the Annual Report to the Board.

Next Regular Meeting April 5, 2023, 7 p.m.

Special Meeting, Master Plan Resident Outreach Subcommittee, March 10 9 – 11 a.m.

Training, March 15 for video training? 6:30 – 9:30

Agenda: Master Plan, Private Roads, Project Flow Chart, Standard Operating Procedures.

Public Comment:

Public comment began at 9:48 p.m.

Lois MacLean

Heidi Vollmuth

Karin Boyd

Public comment ended at 9:54 p.m.

Commission Discussion/Comments: Al proposes at the end of the meeting is a quick synopsis of the meeting and recap for the annual report.

Accomplished tonight:

Amendment 86 to the Board, bylaws, formal request for zo updates, scheduled extra meetings, Master Plan discussion.

Continuing Education:

Zoning Administrator Hall shared “MSU Extension – Administrative decisions require careful application to ordinance

standards, Part 1 and 2” in preparation of site plan reviews.

Trustee, Vollmuth shared MSU Extension – Organization and Codification of a Zoning Ordinance.

Adjournment: 9:58 p.m.

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

Respectfully Submitted
Lois MacLean,
Recording Secretary