

WHITEWATER TOWNSHIP PLANNING COMMISSION
MINUTES FOR SPECIAL MEETING
April 19, 2023

Call to Order at 7:00 p.m.

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

Absent: Vollmuth

Also in attendance: Recording Secretary MacLean, Pelton and McElwee of the Resident Outreach Subcommittee

Zoom attendance: 1 at start

Set / Adjust Agenda: Set

Declaration of Conflict of Interest: None

Public Comment:

Public comment began at 7:01 p.m. None

Special Meeting Business:

1. Subcommittee Report – DeYoung. Discussion ensued regarding the April 13 Subcommittee meeting related to the Municode contract; getting a time on the Board agenda each month; the budget and the ability of the PC to spend the PC's budgeted funds.

DeYoung presented a Planning Commission Steps to Success document for discussion. Will want to make sure all documents are available for discussion when presented.

The PC wants to have a joint meeting with the Board so everyone understands where we are, where we are going and how we propose to get there.

Wroubel read from the Planning and Zoning Book Chapter 9. The PC is an independent commission. The township board does not get to micromanage the Planning commission. A board liaison is important for communication back and forth between the Board and the PC. Wroubel does not believe we should spend even one minute on the private roads – as an example of what we shouldn't do.

Keaton notes that what has been going on and how it has been being done has not been working.

It has been a consensus that the PC wants to have Mielnik do the rewrite of the zoning ordinance. Steelman feels that we will get more bang for the buck with Mielnik vs Municode.

Discussion ensued regarding the ongoing updating of the zoning ordinance once it is complete and posted to the public. Who is responsible for updating the zoning ordinance once it is revamped and posted?

Who is responsible to post things to the website? DeYoung will investigate for presentation.

The PC could have a process document to be able to check off each step as it goes along.

Steelman notes that this is the beginning piece of better communication.

The PC is working to make sure we get what we need and can move forward. This is an opportunity to improve communication with the Board. Find the things that are going wrong and correct them and find the things that are going right and build on them.

MOTION by Steelman second by Keaton to have a joint meeting with the Board to discuss the Municode contract, expanding the Mielnik contract, putting that contract under the PC's leadership, budget discussion and any other related topic the Commission wishes to discuss.

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

Motion carried.

Discussion of who will present what at the joint meeting. Budget-Rebant; sign off document-Rebant; Following the Planning/Zoning rules/laws-Wroubel; Planning Commission, Steps to Success-DeYoung; Municode-Steelman.

2. Subcommittee meeting Thursday, April 27th at 8:30 a.m. to plan for the special joint meeting. DeYoung will chair and complete the agenda, Mielnik will bring updated contract.

MOTION by DeYoung second by Keaton to have a special subcommittee on April 27th at 8:30 a.m. for planning

for the joint meeting.

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

Motion carried.

3. Meeting Dates 3rd Wednesday of each month discussion ensued regarding the pros and cons. Decided that they will leave it the way it is for now. Can bring it back any month or do special meetings.
4. Zoning and General Ordinance Binders update. Wroubel will contact the Supervisor to help put them together.
5. Overview/Function of Planning commission – Mielnik

Hall offered training class May 22 an MSU Extension Roles and Responsibilities and Communication training at the Wexford county road commission. DeYoung and Steelman will fill the two slots.

6. Master Plan Resident Outreach Subcommittee

a. Recommendation to PC approve a new survey be completed:

MOTION by Steelman, second by Rebant that the Master Plan Resident Outreach Subcommittee recommends a new community survey be developed to obtain more up to date information about community attitudes and to guide future steps in the master planning process. Discussion ensued regarding various ways of being able to get the survey out, door to door, mailed, internet access, etc.

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

Motion carried.

b. Review Version 3 of the survey

Schedule a special subcommittee meeting.

MOTION by Steelman, second by DeYoung to hold a special MP resident outreach subcommittee meeting at 1 pm on Monday the 24th of April.

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

Motion carried.

Next Regular Meeting May 3, 2023, 7 p.m. Municode presentation, prep for joint meeting and discussion of the two special meetings.

Public Comment:

Public comment began at 9:39 p.m. None

Commission Discussion/Comments: Food is okay, in fact it is good, just have to take it out of the building at the end of the meeting.

Meeting Synopsis: Updated contract, presentation, budget, sign off document, training on the 22nd, training on the 9th, Monday MP meeting, Thursday 8:30 subcommittee, updates to questions on survey, research who is responsible to get zoning updates posted to the website, Municode info, schedule the meeting for the 17th at 6 p.m. for the joint meeting. Create a comprehensive list for making the agenda and presentation to the board for the joint meeting. MP update from Randy.

Adjournment: 9:51 p.m.

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

Respectfully Submitted
Lois MacLean,
Recording Secretary