

**KOCHVILLE TOWNSHIP PLANNING COMMISSION
MINUTES OF PUBLIC HEARING AND REGULAR MEETING
APRIL 14, 2014 – APPROVED
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7:00pm: opened with the Pledge of Allegiance.

Roll Call: Present: Tony Leuenberger, Joanne Cammin, Russ Herlache, Ron Robishaw, Don Jackson, Rhonda Ferrell and Chair Kiss.

Approval of agenda: Mr. Jackson made a motion to accept the proposed agenda. Mr. Leuenberger seconded the motion. Motion carried.

Approval of minutes of regular meeting of March 10, 2014: Mrs. Ferrell would like to amend the minutes of March 10th by adding Mrs. Cammin to the Roll Call. Mr. Jackson made a motion to accept the amended minutes. Mr. Herlache seconded the motion. Motion carried.

Public Hearing and Regular Meeting was called to order:

06-14-Z- Text Amendments and revisions to the Zoning Ordinance

- 155.005 (B) Definitions – add definitions for Accessory uses, animal protection shelter, and garage sales.
- 155.039- Supplementary Use Regulations – Add new section regulating garage sales and similar yard sales.
- 155.385 - Administration – sub-section C. Certificate of Occupancy. Corrects ordinance text regarding authority to issue certificates of occupancy.
- 155.387- Administration – Zoning Permits. Adds section requiring zoning permits for residential improvements.
- 155.232 Uses permitted by special use permit. Add “animal protection shelter” as a special use in the B-1 district.

Mr. Tony Dier, Planning /Deputy Zoning Administrator talked about the garage sales and the time frame and the spacing between the garage sales. He also mentioned we should change the heading to garage sales from yard sales. Mr. Bruce Palmer Zoning Administrator/Code Enforcement stated he made revisions on the text amendments due to Sarah Traxler’s comments.

Public comment: no public comment.

Mrs. Ferrell commented on her concerns about the (3) days for garage sales as it was previously mentioned to allow 2 weeks – 14 days. She would like to see 2 consecutive weekends with 30 days in between because a lot of people would like to have garage sales 2 weekends in a row, especially if one weekend is rainy. Mrs. Cammin agreed on the time frame for the garage sales. Mr. Jackson also agreed. Mr. Herlache agreed it would give the residents some needed time. Sarah Traxler, McKenna Associates agreed the time frame of 2 consecutive weekends would be pretty fair.

Mr. Jackson made a motion to add 155.039 Garage Sales: Yard, rummage, garage and similar sales providing: The sale is temporary, shall not continue for a period exceeding 2 consecutive weekends from date of commencement and may not commence again for at least thirty (30) days from the last date of a prior sale at that location with no more than three (3) such sales per year. Plus the title “Yard Sales” should be changed to “Garage Sales”. Seconded by Mr. Robishaw. (attachment #1)

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Roll Call: Mr. Leuenberger – Yes; Mrs. Cammin – Yes; Mr. Herlache – Yes; Mr. Robishaw – Yes; Mr. Jackson – Yes; Mrs. Ferrell – Yes; and Chair Kiss – Yes. Motion carried.

Mrs. Ferrell questioned what a sugar glider is. It is a ferret/flying squirrel.

Mr. Jackson made a motion to accept the text amendments as amended and forward to the Township Board for consideration. Mr. Herlache seconded the motion. (attachment #2)

Roll Call: Mr. Leuenberger – Yes; Mrs. Cammin – Yes; Mr. Herlache – Yes; Mr. Robishaw – Yes; Mr. Jackson – Yes; Mrs. Ferrell – Yes; and Chair Kiss – Yes. Motion carried.

Public Hearing Closed.

Open Regular Meeting:

Public comment: no comments

PA33 committees: Mrs. Cammin questioned the traffic count on Mackinaw/Tittabawassee Road, and if there was any results yet. She also commented on the flowers that were covering up the entrance sign in front of 7-11. Chair Kiss commented on the dangling light on the entrance sign. The sign was damaged from an accident last year.

Report from Township Board: Rhonda Ferrell:

The Board established personnel committee members as Kevin Machata, Ed Thon, Steve King, and Trish Foerster.

The Board approved Resolution #14-008 – FY 2014-15 Township Budget per General Appropriations Act.

The Board approved Department Ordinance #14-02 which creates departmental structure.

The Board approved the proposal from Netsource One for a new phone system and IT services in the amount of \$14,984.49.

The Township approved an intern employment agreement with Sam Korson and Emily Gennrich through August 2014.

The Board approved the 2014 Road Maintenance schedule in the amount of \$62,336.80.

The Board approved Resolution #14-009 for the Deputy Clerk's salary.

The Board approved Resolution #14-010 for the Deputy Treasurer's salary.

The Board approved Resolution #14-011 for the Board of Trustee's Meetings Calendar, amending the time of the meetings from 7:30 pm to 7:00 pm and the January 14, 2015 meeting date was changed to reflect the correct date of January 13, 2015.

The Board approved the Fire Department to apply for a FEMA Firefighter's Assistance grant for \$111,000 with a 5% match.

Mrs. Ferrell mentioned there is a special meeting tomorrow night at 7pm on water rates.

Business Items: none.

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Other Business: Chair Kiss mentioned that ROWE Professional Services Company was putting on a free training session about techniques for updating your zoning ordinance on Wednesday April 30th in Flint. Please send an email to Tony Dier, if interested in going.

Comments from Staff/Commission: Sarah Traxler, from McKenna Associates, presented a proposed timeline for the 2014 Master Plan amendment that she will be working on through December 2014.

- In April a notice of intent to update the Master Plan will be mailed out to surrounding townships. Also sub-area boundaries and existing conditions will be discussed.
- May and June: Goals and objectives for sub-areas with future land use map amendments.
- July: Implementation for sub-areas.
- August: Zoning Plan and complete street policy which is required by the Planning and Enabling Act.
- September: a complete draft of the Master Plan for consideration of Planning Commission and recommendation to the Township Board.
- September-October: a Master Plan draft mailed to adjacent communities including Eastern MI Council of Govt., Saginaw and Bay County with a 63 day comment period.
- November: Publish notice for December Public Hearing.
- December consider adoption of the Master Plan.

Township Board has the final word on the adoption of the Master Plan.

Next month there will be a list of maps, amendment documents, and figures. Chair Kiss mentioned he would like to see a 30 day review period for the commissioners. Mr. Jackson commented on the time line, and if discussions were going to be able to be handled at the Planning Commission monthly meeting or special meetings. Ms. Traxler stated we would be able to handle the discussions at our monthly meetings, and it should be easily paced.

Sarah Traxler discussed with the Commissioners the proposed study area boundaries:

- Sub Area 1: Krossroad's Park: one parcel to the west of Bay Rd, one parcel to the south of Tittabawassee Rd, one parcel to the east of Michigan Rd, and one parcel to the north of Kochville Rd. (attachment #3)
- Sub Area 2: University District: one parcel to the west of Bay Rd, one parcel to the south of Pierce Rd, one parcel to the east of Michigan Rd, and one parcel to the north of Freeland Rd. (attachment #4)

The commissioners studied the proposed sub areas and discussion followed. Mr. Robshaw questioned the possibility of a sub area 3 along Michigan. Mr. Dier, Planning, commented that the area was unique to machine shops. It is an industrial and manufacturing area. Ms. Traxler from McKenna Associates stated that their focus was on the Krossroad's area and the University District.

Mr. Jackson questioned the town & gown overlay. Mr. Leuenberger commented on expanding the southern boundaries to Liberty Rd for sub area 2: University district. Ms. Traxler stated that the

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boundaries are an important deal. Chair Kiss mentioned the idea of Place Making.

Mr. Herlache asked to be excused from the May 12th Planning Commission meeting. Ms. Ferrell reminded everyone to come out tomorrow to the Township Board meeting at 7pm discussing water rates. Chair Kiss wanted to let everyone know that a new restaurant is open on 2903 Pierce Rd called T-Dubs. It is located by Yogurt Yeti, JR's salon, and Common Grind.

Next PC meeting is May 12th.

Adjournment: Mr. Robishaw made a motion to adjourn. Seconded by Mrs. Ferrell.

Respectfully submitted by,

Rhonda Ferrell, Secretary