

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

A moment of silence: In honor of Warren Collisi, a founding member of the Kochville Township Fire Department, Chairman of the Planning Commission and ZBA. In honor of Corwin Cowles, who was an Assistant Fire Chief for more than 25 years at the Kochville Township Fire Department and ZBA committee member.

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

Approval of Minutes of public hearing and regular meeting of May 12, 2014: Mr. Jackson made a motion to approve the public hearing and regular meeting PC minutes of May 12, 2014. Seconded by Mr. Robishaw. Motion carried.

Approval of Agenda: Mrs. Ferrell made a motion to approve the presented agenda. Mrs. Cammin seconded the motion. Motion carried.

Public Comment: no comments.

Close Public Comment

PA33 Committees: Mrs. Ferrell stated August 5th is the state primary election and November 4th is the state general election.

Report from Township Board: Rhonda Ferrell:

- The Board approved the purchase of a new Ricoh MPC 3003 copy/scanner with gold service maintenance plan at a buyout cost of \$6,033.14 + tax pending Township Manager approval after testing the machine.
- The Board approved Resolution #14-016 for the purchase installment agreement for the fire truck.
- Resolution #14-018 was approved in reference to the Township's deputy positions which supersedes Resolution #12-019.
- Approval was made to obtain bids for demolition of an abandoned sign at 5417 Bay Road. The Board hired Barrett Sign to remove the sign at a cost of \$1,760 which the Township will pay ½ and the DDA will pay the other half.
- Summer hours for the DPW was approved which will be 7am-3:30pm.
- A new drop box has been installed in front of the Township Hall. One will be able to drive by and drop off your water, tax bill or election ballots. It will be checked every morning Mon-Friday at 8am.
- The Board approved Resolution #14-017 which is for the Kochville Drain Maintenance.
- The Board approved \$3,420 to update the Codification by American Legal Publishing for zoning updates.
- A fee schedule was adopted for the Veterans Hall.

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- A contract was approved with American Maintenance for maintenance and cleaning of the Krossroad's Park at a cost of \$520 per month.
- The Board approved a correction of Connection Fees for water/sewer rates with Resolution # 14-019.
- Sandy David is no longer the Deputy Treasurer of the Township. She is now the office clerk for the Township.
- The Board approved writing off the Fire Department Cost Recovery's unpaid receivables prior to March 31, 2014.

Business Items:

1. **Sign Ordinance Discussion**-Bruce Palmer, Codes and Zoning Administrator, discussed proposed changes to the sign ordinance. He formed a committee with Don Jackson, Lyle Brewster, Tony Dier, and Ron Robishaw which they discussed and endorsed a draft copy of the sign ordinance which they presented to the Planning Commission. The committee got together four times and the last meeting they invited Saginaw Township. Mr. Palmer discussed the areas that the PC would be directly affected by. Mr. Palmer discussed implementing the Sign Board of Appeals which would designate the Planning Commission to handle all sign appeals and variances. It would also include a public notice and public meeting. There was also an additional 15 day window added for the appeals process for a total of 60 days which would alleviate any time restraints. There is an added 6 month window period for the sign appeals for a total of 1 year which matches Saginaw Township. The B-2 and B-3 business districts will be combined for sign regulations to closely align with Saginaw Township's ordinance and B-1 district will stand alone. Political campaign signs have been updated to reflect the state law guidelines. There will also be bonus provisions regarding landscaping. Mrs. Cammin questioned signs painted on vehicles being prohibited in the Township which has been amended. Mr. Herlache questioned the formal process of the sign board of appeals. Mrs. Cammin and Mrs. Ferrell would like to thank the committee for their hard work on the draft changes of the sign ordinance.

There is a consensus of the Planning Commission to precede with the sign ordinance updates.

2. **Master Plan Discussion**- Goals and objectives for sub-areas. Ms. Traxler, McKenna Associates, introduced the Planning Commission with goals and objectives and a map of the 3 sub areas for proposed master plan. Goals and objectives were discussed for each sub areas of the Township: University District, Bay Road Connection, and Town Krossroads. University District and Town Krossroad's sub area is the main section of the plan amendment. The Bay Road Connection is the sub-area that applies to both sub-areas. Goals are conditions we wish for the Township. Objectives are specific actions that can be taken to achieve those conditions.

Mrs. Ferrell questioned why we added Freeland Road to Kraenzlein Road. We wanted to include 3365 Freeland Road which resides a dog kennel and an exercise facility.

Planning Committee would like to see a walkable community for walkers and bikers with sitting areas and bike racks. Also, important is trail heads and boulevards for site seeing and traffic flow.

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The PC would like to see Fashion Square Boulevard with roundabouts and the capabilities to connect pathways to broader regional areas.

Ms. Traxler discussed the Bay/ Tittabawassee Road intersection and the unfriendliness to pedestrians. It will be a topic of discussion. MDOT will be contacted for possibilities of traffic calming measures. It would be a good idea to think about defining space and design standards. Ms. Traxler discussed a good place to visit would be Cherry Hill Village in Canton Township. It has a lot of dense single family housing and building types. It would be a great visual experience. Mr. Dier, Planning, discussed Fashion Square Blvd possible standards/plans and where it extends and to define our resources for the future. Turn key, maintenance free condos were discussed for the University district for professors and professionals. The PC would like to see assisted and senior living housing. A housing community for seniors 55+ was discussed in the Town Krossroads district.

Mrs. Ferrell would like to see a place for central gatherings. Mrs. Cammin would like to see the businesses set back to include outdoor seating. Mr. Herlache would like to see drinking fountains, restroom facilities, and a possible community center. Mr. Rossi, Fire Inspector, stated Pierce Road is difficult for emergency personnel vehicles since it is a two lane road.

Other Business: no comments

Comments from Staff/Commission: Mr. Herlache asked if anyone was going to future trainings in Frankenmuth or Mackinaw Island. Tony Dier, Planning, mentioned the soft opening of the new Department store Gordmans, also a Soccer league has rented out 4 fields behind Kochville Hall at Elmer Lange Park. Mr. Palmer, Code and Zoning Administrator, commented that the Landmark Sign by Culvers is demolished.

Adjournment: Next Planning Commission meeting will be held Monday, August 11th at 7pm. Mr. Jackson made a motion to adjourn. Seconded by Mrs. Cammin.

Respectfully submitted by,

Rhonda Ferrell, Secretary