

Clearwater Township

Planning Commission

Regular Meeting of November 6, 2023

As approved December 4, 2023

Call to Order, Pledge of Allegiance:

Chair Von See called the meeting to order at 7:05 p.m., and opened with the Pledge of Allegiance.

Roll Call of Members and Recognition of Visitors:

Commissioners present: Cassasa, Fields, Leffew, Von See.

Commissioners absent: Keyes

Township officials: Zoning Administrator Radtke via Zoom.

Public: Michele Schellie, Dan Packer, Ryan Williams, Gloria Kilian, Adam DeVaney, Chris Garrock, Arden Pearson, Tina Lyttaker. Via Zoom: Theresa Schurman, Kevin Areitta.

Approval of Agenda:

Add review of Kevin Arietta's Land Use Permit application to New Business.

MOTION by Leffew, second by Casassa to accept the agenda as amended by adding the Kevin Arietta application under New Business. Motion carried.

Call for Disclosure of Conflicts of Interests:

All commissioners declared no conflicts.

Approval of Minutes:

MOTION by Leffew, second by Casassa, to accept the minutes of October 2, 2023 as presented. Motion carried.

Public Comment for Matters Not on the Agenda:

Adam DeVaney – offered public acknowledgement and thanks for Jim Leffew's service on the Planning Commission. Jim's term is ending with this meeting. Adam's comments were met with applause from the public and the commission in recognition of Jim's service.

Commissioner Comment for Matters Not on the Agenda:

There was none.

Correspondence for Matters Not on the Agenda:

We have received a draft update for the Master Plan from Dr. Grobbel. We are reviewing it so as to be able to proceed with the process of completing the update by November of 2024 when it is due. We briefly discussed what we have seen so far, as well as an outline of the process.

Old Business:

We note that the Blight Ordinance was published last week (November 2, 2023). Thirty calendar days from the date of publication, that ordinance becomes law (December 2, 2023).

Report of Planning Commission Chair:

No report.

Report of Township Representative:

No report.

Report of ZBA Representative:

Commissioner Casassa –reported that the ZBA met on October 9, 2023. There were no appeals to handle. One member of the ZBA was absent, ill with COVID. They discussed general things, including when the Zoning Administrator is needed for meetings and openings on the ZBA. One member of the ZBA is transferring to the Planning Commission. The next meeting is the joint meeting with the Planning Commission on January 8, 2024.

New Business

- 1) Kevin Arietta – this is a Land Use Permit application that has been previewed by a committee of Len Von See, Gianine Casassa, and Marv Radtke. All issues were resolved and the application is complete. The applicant is aware that future endeavors on the property (40-004-015-047-00) may require Planning Commission review. Future lighting and-or signage must comply with the Zoning Ordinance. This application is complete and meets the standards. After review, the following motion was made:

MOTION by Casassa, second by Von See, to recommend to the Zoning Department approval of Kevin Arietta’s Land Use Permit application for property 40-004-016-047-00. Motion carried.

- 2) Gloria Kilian– this is a Special Land Use Permit application to construct a second dwelling on property at address 7225 Crystal Beach Road, Rapid City, MI 49676, property tax id 40-004-006-055-00. Review revealed a need for a more detailed drawing that Mr. Person agreed to provide. The dwelling space of the house is said to be 1,200 sq. ft. and that of the apartment 820 sq. ft. After review, the following motion was made:

MOTION by Fields, second by Von See, to set a public hearing on the Kilian Special Land Use application for property 40-004-006-055-00, to be held at the Planning Commission regular meeting on December 4, 2023. Motion carried.

- 1) Michele and Marv Schellie – this is a Special Land Use Permit application to add a dwelling space for a family member within an existing building on property at address 7285 Crystal Beach Road, Rapid City, MI 49676, property tax id 40-004-006-055-05. Review revealed conflicting information in the documentation concerning septic and well locations and distances. If the Health Department evaluates the situation and issues its permit, the township process can go forward. After review, the following motion was made:

MOTION by Fields, second by Leffew, to set a public hearing on the Schellie Special Land Use application for property 40-004-006-055-05, to be held at the Planning Commission regular meeting on December 4, 2023. Motion carried.

Closing Public Comment:

Theresa Schurman – asked if her application to the ZBA had been addressed at the Township Board meeting. Leffew responded that, yes, she was appointed to the ZBA.

Adjournment:

MOTION by Leffew, second by Casassa, to adjourn. Adjournment at 8:07 p.m.

Assignments:

- Fields to see to timely publication of notices of December 4, 2023, public hearings for Kilian and Schellie.
- Fields to advise Clerk and Assessor of need for mailing to owners of properties within 300 feet of the subject properties.
- Fields to advise Clerk to post notice of Kilian and Schellie public hearing at the doors of the township hall and the community center.
- Fields to post the Kilian and Schellie notices on the township website.

Next Meeting: December 4, 2023, at 7:00 p.m. in the Clearwater Township Community Center (aka the Little Red Schoolhouse).

Respectfully submitted,



Tina Norris Fields

Secretary