

Clearwater Township
Planning Commission
Regular Meeting of July 9, 2007 – Minutes
as approved on August 13, 2007

Commissioner Johnson, as the Chair of the former Zoning Board, called to order this first meeting of the new Planning Commission, at 7:04 p.m.

Commissioners present: Fields, Johnson, Risk, Sington, Veen.

Commissioners absent:

Township official: ZA Molby

Public: Michael Wright, Ed Martel, Lucy Gerlach, Mike Connell

Election of officers –

MOTION by Risk, second by Fields, to nominate Huse Johnson as Chair of the Planning Commission. There were no other nominations. The motion was carried unanimously.

MOTION by Veen, second by Fields, to nominate Mark Sington as Vice Chair of the Planning Commission.

MOTION by Fields, second by Sington, to nominate Don Risk as Vice Chair of the Planning Commission.

There were no further nominations. Voting was done by written ballot. Don Risk was elected, by a vote of 4-to-1.

MOTION by Sington, second by Risk, to nominate Tina Fields as Secretary of the Planning Commission. There were no other nominations. The motion was carried unanimously.

Chair Johnson then stated his intention to appoint Tina Fields as the representative to the ZBA, if there were no objections and if she agreed to serve. There were no objections and she did agree to serve.

Summary: Chair is Huse Johnson, Vice Chair is Don Risk, Secretary is Tina Fields, Representative to the ZBA is Tina Fields. These terms are for one year.

Roll Call

All Commissioners, Fields, Johnson, Risk, Sington, and Veen, were present. Zoning Administrator Molby was also present.

Recognition of Visitors

Michael Wright, Ed Martel, Lucy Gerlach, Mike Connell

Approval of Minutes of Previous Meeting

There are no minutes to approve because this is the first meeting of the Planning Commission.

Approval of Agenda

Chair Johnson stated that a request for rezoning from Commercial to Recreational has been received from Mike Wright, with an ultimate purpose of creating a recreational RV Park on the property. Zoning Administrator Molby has passed the request to the Planning Commission to review for completeness. Before discussing whether to add this item to the current agenda, Chair Johnson pointed out that in the Commercial zone, the planned use is permitted by right, while under the Recreational zone, the use is subject to a Special Use Permit. He cited the Zoning Ordinance, Section 19.02, Permitted Uses, Subsection J, which reads “Recreational enterprises, commercial, including bowling alleys.” With this information, Mike Wright withdrew his request.

MOTION by Fields, second by Risk to accept the agenda as presented. Motion carried.

Open Public Discussion of Issues not on the Agenda

Mike Connell asked about the competing kennel on Zimmerman Road. He asked whether that owner had completed the appropriate steps to be in operation. Apparently, this was supposed to be just a grooming business, but Connell indicated that the business is also boarding dogs. This may be an illegal operation. We realize that has to be investigated.

Lucy Gerlach asked what Mike Wright wants to do on his property. We responded that he wants to create an RV Park.

Report of Township Representative:

No report at this time.

Report of Representative to the ZBA:

No report at this time.

Report of Zoning Administrator:

The activity reports for April, May, and June were provided to all Commissioners. These reports are incorporated into the minutes by reference. Activity picked up somewhat in June. There were no questions for ZA Molby.

Old Business

This being the first meeting of the new Planning Commission, there is no old business.

New Business

Commissioner Singleton submits proposed redraft of Policy on Fact-Finding pertaining to Petitions to the Planning Commission.

Meeting dates for the Planning Commission – are established as:

August 13, 2007	September 10, 2007	October 1, 2007	November 5, 2007
December 3, 2007	January 7, 2008	February 4, 2008	March 3, 2008

We will be using the Chairman's copy of Robert's Rules of Order as our authority for parliamentary procedure.

Commissioner Veen suggests we do all the ordinance editing work and hold a single public hearing for the whole thing.

Discussion revealed that the Township Board has not reviewed the final draft of the proposed Sign Ordinance – Trustee Veen is charged with bringing this issue to the Township Board at its next meeting.

We further discussed the issue of obtaining township maps to be overlaid with a clear acetate sheet to facilitate keeping the master zoning map current and accurate. There is, at present, no accurate master zoning map.

Assignments:

- Fields will type the proposed draft policy on Petition to Planning Commission
- Molby will investigate the competing kennel on Zimmerman Road.

MOTION by Fields, second by Sington, to adjourn. Adjournment at 8:00 p.m..

Next meeting: August 13, 2007, at 7:00 p.m., in the Little Red Schoolhouse.

Respectfully submitted,



Tina Norris Fields
Secretary