



"A Community For All Seasons"

# Dexter Township

## Planning Commission

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John Shea  
Chair  
Kenneth Tappe  
Vice-Chair  
Mary Adams  
Secretary  
Vickie Kooyers  
Twp. brd. rep.  
Thomas Lewis  
Molly Wade  
Marty Ruhnig  
Commissioners  
Kimberly Jordan  
Recording Secretary

### REGULAR MEETING OF THE PLANNING COMMISSION

Tuesday, January 24, 2012

Present: John Shea, Chair; Ken Tappe, Vice Chair; Mary Adams, Secretary; Vickie Kooyers Township Board Representative; Molly Wade; Tom Lewis and Marty Ruhnig.

Also present: Patrick Sloan, Director of Planning and Zoning, Kim Jordan, Recording Secretary, and Pat Kelly, Supervisor

Absent: None

The meeting was called to order at 7:00 PM.

**I. Approval of Agenda** - Motion by Tappe, supported by Kooyers, to approve agenda as amended. **Carried 7-0.**

Add to item two (II), the November 8, 2011, joint meeting minutes. **Carried 7-0.**

**II. Approval of the Meeting Minutes** - Motion by Wade, supported by Lewis, to approve the minutes, for September 27, 2011, as submitted. **Carried 7-0.**

Motion by Tappe, supported by Wade, to approve the minutes, for November 8, 2011, as submitted. **Carried 7-0.**

**III. Public Comment** – None

Shea introduced all the members and welcomed back Vickie Kooyers Township Board Representative, and the Planning Commission's newest member, Marty Ruhnig.

**IV. Action Items** –

1. Election of Officers –

Motion by Tappe, supported by Kooyers to nominate Wade for the position of Chair. **Carried 7-0.**

Motion by Wade, supported by Ruhnig to nominate Tappe for the position of Vice Chair. **Carried 7-0.**

Motion by Lewis, supported by Tappe to nominate Adams for the position of Secretary. **Carried 7-0.**

Shea thanked the commissioners for their dedicated service and giving him the opportunity to serve on the Planning Commission.

Shea then welcome newly appointed Molly Wade, to the Chair position.

## **2. HCMA –**

Jim Kropp, Supervising Park Planner, Huron-Clinton Metropolitan Authority (HCMA) was present and gave an overview of the parking area and its drive that was expanded last year without site plan review. Kropp described the construction of the permanent gravel parking lot and additionally, the ongoing continuation of the Border-to-Border trail system throughout Washtenaw County.

The Border-to-Border hike/bike trail will link open spaces of the Huron River corridor within Washtenaw County. A segment of this trail, which is located in Dexter Township, is proposed to be constructed this summer.

Kropp gave an overview and history of the on going project.

OHM, January 4, 2012, review recommends that site plan be approved as noted in their report.

Sloan's, January 13, 2012, review recommends approval with conditions as noted in his report.

Dexter Area Fire Department, November 6, 2011, review recommends approval with comments.

These supporting documents can be obtained and reviewed at the Township hall during normal business hours.

HCMA will be put on the February 28, 2012 Planning Commissions agenda for the consideration of approval to move forward with their plans. A resolution will be drafted beforehand.

## **3. SEMCOG 2020 Regional Development Forecast –**

Sloan gave an overview of his January 13, 2012, review memo of SEMCOG draft 2010-2020 Population and Household Projections.

Commissioners discussed and agreed with Sloan's comments; however, with relation to projected household numbers, they thought that it would be beneficial and more pragmatic to have local units of government more involved during the pre- modeling stages of the forecast. Wade asked Sloan to include and forward these comments back to SEMCOG with his review letter.

The supporting document can be obtained and reviewed at the Township hall during normal business hours

**4). FEMA-**

Sloan informed the members that the Federal Emergency Management Agency (FEMA), has issued new flood insurance rate maps (FIRMs) and a flood insurance study (FIS), which will become effective on April 3, 2012.

Sloan said that Dexter Township is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt a Floodplain Management Ordinance that meets the standards of the NFIP.

Sloan said that a sample ordinance and resolution are attached to his December 16, 2011, memo. The sample ordinance and resolution have been reviewed by the Township Attorney and he recommends approving them. He also recommends that this topic should eventually be addressed in the Zoning Ordinance.

Sloan stated that the Township Board will revisit the draft ordinance and resolution before its April 3, 2012, deadline.

The commissioners discussed their options of how to get this new floodplain information out to the affected property owners, as there will be many.

FEMA has issued floodplain maps to Dexter Township. These maps are hanging up on the back wall in the Township Hall. Patrick said that he has created and printed digital floodplain maps of the subject areas within the township. The data used in the maps was given to Dexter Township by FEMA. Additionally, any updated information will be available on our web-site.

Commissioners commented that maybe another option to consider would be to address it in a newsletter. Informing the residences that FEMA information is available to them via the township, however, also noting that the Township only participates in FEMA and has nothing to do with and/or control over what FEMA regulates. They agreed that the Township Board should address this issue.

No further discussion.

**V. Township Board Update –**

**At the January 17th Regular Board Meeting:**

Prior to April 3, 2012 and as a condition of continued eligibility in the National Flood Insurance Program, the township must adopt a Floodplain Management Ordinance. The first reading of the proposed ordinance was held at the January 17<sup>th</sup> meeting. A second reading is set for the February 21st Board meeting. The official Flood Insurance Rate Maps were received from FEMA in November. DPZ Sloan has created custom maps for the floodplain areas in the township.

The Board also took action to authorize OHM to proceed with the scope of work outlined in their November 2011 proposal to design paving and drainage improvements to the township

parking lot as well as improvements to the handicap ramp, lighting improvements, and landscaping improvements.

**VI. Concerns of Commission Members, Director of Planning and Zoning, Supervisor, and Recording Secretary-**

Tappe thanked Shea for his long commitment and time on the Planning Commission and for leading the members in the right direction. Additionally, he welcomed Wade to the seat of Chair.

Sloan informed the members that the Capital Improvement Plan (CIP) committee met for the first time this evening before the start of the Planning Commission meeting to discuss the process and the potential capital improvements over the next 6 years.

**VII. Public Comment – None**

**VIII. Future Agenda Items –**

Tuesday, February 28, 2012

- 1) HCMA Site Plan
- 2) Review 2011 Annual Report
- 3) Review Potential 2012 Agenda Items/Work Plan

**IX. Adjournment – Chair Wade declared meeting adjourned at 8:09 PM**

Respectfully submitted,

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Kimberly Jordan, Recording Secretary

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Mary Adams, Secretary