



DEXTER TOWNSHIP

PLANNING & ZONING

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

DPZ@DEXTERTOWNSHIP.ORG

WWW.DEXTERTOWNSHIP.ORG

TOM LEWIS

CHAIR

TOM EHMAN,

VICE-CHAIR

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SECRETARY

BILL GAJEWSKI,

TWP. BRD. REP.

STEVEN BURCH

JEFFREY DEHRING

BOB NESTER

MARTY RUHLIG

COMMISSIONERS

DATE: February 13, 2015
TO: Planning Commissioners
CC: File
FROM: Zach Michels, Director of Planning & Zoning
RE: February 24, 2015, Planning Commission Meeting

MEMORANDUM

Happy 2015, Planning Commissioners!

As you can tell from the size of your envelope, there will be a lot to do at the upcoming meeting on February 24th. Please, do not try to review all of the materials in one sitting. Here is a rundown of what to expect.

Acting Secretary

Because the elected Planning Commission secretary is no longer appointed to the Planning Commission, the chair will appoint a member of the Planning Commission as the acting secretary.

(15-PC-162) Dexter Township Fire Substation

The Township has applied for an amended final site plan for the fire substation. This packet includes a staff report, a 27-page site plan, and a draft resolution. We are still waiting for several reviews and will distribute them as they become available.

(15-PC-163) Dexter Township

This is a proposed amendment to the Zoning Ordinance concerning signs. The packet includes a staff report, text of the proposed amendment, and a draft resolution. We are still waiting for a review from the Township Attorney concerning the proposed amendment and will distribute it when available. Because of the extremely quick turnaround time, it is likely that revised materials may be submitted to the Planning Commission.



2015/2016 Work Plan

The draft work plan has been revised based on the input received from the Planning Commissioners. Thank you! It is likely that some items will be changed or re-ranked following discussion at the meeting. Ideally, this plan will be adopted or adopted with changes at the meeting.

2014 Annual Report

This report should be ready for approval. Please note any questions or changes you have for discussion at the meeting. The recommendation section may need to be changed, if there are any changes made to the 2015/2016 Work Plan.

Minutes

We have minutes from December 9, 2014, to review and approve.

Election of Officers

Since this is our first meeting of the year, we will hold elections for chair, vice-chair, and secretary.

Review of Bylaws

The Planning Commission bylaws call for an annual review of the bylaws at the first meeting of the year. The bylaws have not been included in this packet. If you need a copy, please contact Township staff. They are also available on the Township's website. It appears that the bylaws remain in relatively good shape and do not need attention at this time.

Ordinance Update Packet

There has been a recent amendment to the Zoning Ordinance (34-16). This packet includes the revised pages. Please remove the old pages from your copy of the Zoning Ordinance and replace it with these new ones.

Training Session

Just a reminder that we will have a training session, with pizza and pop, at the Township Hall on Wednesday, March 4th. The program will run from 6:00 to 9:30. Food will be available earlier

Please contact this office with any additional questions.

Zach Michels
Director of Planning & Zoning
Dexter Township