



DEXTER TOWNSHIP

PLANNING COMMISSION

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767
FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

TOM LEWIS
CHAIR
TOM EHMAN
VICE CHAIR
JEFFREY DEHRING
SECRETARY
BILL GAJEWSKI,
TWP. BRD. REP.
STEVEN BURCH
MARTY RUHLIG
BOB NESTER
COMMISSIONERS

JANIS MILLER
RECORDING SECRETARY

REGULAR MEETING OF THE PLANNING COMMISSION Tuesday, December 22, 2015

Present: Tom Lewis, Chair; Tom Ehman, Vice-Chair; Bill Gajewski; Steven Burch; Jeffery Dehring; and Bob Nester.

Also present: Zach Michels, Director of Planning and Zoning (DPZ); and Janis Miller, Recording Secretary.

Absent: Marty Ruhlig.

1. **Call to Order** Mr. Lewis, called the meeting to order at 7:00 PM.
2. **Approval of Agenda** Moved by Mr. Ehman, seconded by Mr. Burch, to approve the agenda as submitted/as amended. **Motion carried 6-0.**
3. **Public Comment** - None
4. **Action Items**
 - 1) **Public Hearing for (15-PC-168) Dexter Township Fire Substation, an amended final site plan for a fire substation at 12154 North Territorial (D-04-16-200-021).**

DPZ Michels noted the amended site plan materials were delivered today and asked if the Public Hearing could be rescheduled to January 12, 2016.

Mr Ehman asked if the Certificate of Occupancy was needed by January 13th.

DPZ Michels replied that the trailer rental was up on January 19th and the firefighters could not move into the new substation until a Certificate of Occupancy was issued.

Moved by Mr. Burch, seconded by Mr. Gajewski, to postpone the fire substation public hearing until January 12, 2016, 7:00PM. Motion carried 6-0.

2) Zoning Ordinance Review: Introduction Article, Administration Article, Amendment Article, & Special Land Use Article

DPZ Michels noted the four (4) articles presented tonight have been reviewed by the township attorney.

Article 1: Title, Intent & Purpose, Authority, & Enactment

DPZ Michels, township attorney says leave §1.45 on the books as it repeals the current Zoning Ordinance and describes how violations of that may be enforced.

Mr. Ehman asked if this was recommended or just presented to the Planning Commission.

DPZ Michels responded that the final zoning documents would be presented to the Township Board by the Planning Commission.

Mr. Gajewski noted that it sounded contradictory as it abdicated easements.

DPZ Michels responded that the other one is still in place as of record.

Mr. Ehman noted §1.10 (B) did not adversely impact the neighbors and §1.10 (F) and (L) were similar.

DPZ Michels: will delete §1.10 (B) and add “lake areas” to §1.10 (G)

Article XX: Administration

Discussion as to the names “Preliminary Certificate of Zoning Compliance” (vs. Zoning Permit) and “Final Certificate of Zoning Compliance” (vs. Certificate of Zoning Compliance).

Moved by Mr. Ehman, seconded by Mr. Gajewski, to use the verbiage “Preliminary Certificate of Zoning Compliance” and “Final Certificate of Zoning Compliance” in the Township Zoning Ordinance. Motion carried 6-0.

Article XX: Amendments

DPZ Michels: there are two types of amendments – text amendments and map amendments. There are no conditional map amendments.

Moved by Mr. Ehman, seconded by Mr. Burch, to not include conditional zoning in the Township Zoning Ordinance. Motion carried 6-0.

Discussion of zoning map designations in regards to large developments. Discussion of applicants responsibilities (§xx.15(C)) regarding posting of signs.

Article XX: Special Land Use

§##.15 (E) use verbiage “Preliminary Certificate of Zoning Compliance”.

§##.15 (E) and §##.40 (A) discussion of the word “shall” versus “might” or “may”.

2016/2017 Work Plan Survey

A 2-year plan with emphasis on Zoning and Code Enforcement in 2016. DPZ Michels asked Planning Commissioners to fill out the survey and return it to him as soon as possible.

Staff reports and all other supporting documents regarding the above agenda items can be obtained at the Township hall during normal business hours. Additionally, these documents are available on the Townships website: www.dextertownship.org and can be viewed on new.livestream.com/dextertownship.org.

5) Approval of Planning Commission Meeting Minutes –

Moved by Mr. Nester, seconded by Mr. Gajewski, to approve the meeting minutes of July 28, 2015, as submitted. **Motion carried 7-0.**

6) Election of Officers- No action

7) Township Board of Trustees Update

December 15, 2015, Regular meeting of the Township Board of Trustees

Ordinance Enforcement Officer:

The Board appointed Sharon Stone as the new Dexter Township Ordinance Enforcement Officer effective August 10th. However Ms. Stone resigned on November 19th to take a full time position with Genoa Township.

At the December Meeting the Board appointed Corey Christensen as the new Ordinance Enforcement Officer. Mr. Christenson graduated from Grand Valley University with a bachelor of science in geography and planning and has extensive customer service experience.

Retirement of Office Manager:

The Board approved a resolution to recognize DeNette Bolyard’s for 20 years of outstanding service. The Board appointed Michelle DeLancey to fill that position. Kim Jordan is the “Senior” Office Manager.

Clerical Assistance for Meetings/Minutes:

The Board approved Janis Miller for clerical assistance to the PC, ZBA, & Township Board for the purpose of taking, transcribing and preparing minutes as an Administrative Assistant. Janis has been with Dexter Township for many years as a valued election inspector, precinct chair, PSAC secretary, and most recently as an alternate member to the ZBA.

New Fire Chief:

The Dexter Area Fire Board hired Robert L. Smith as the new Fire Chief, effective Monday, October 19, 2015 and agreed to an employment contract with Chief Smith. The DAFD Board is in the process of reviewing the 2016 draft budget for presentation to participating municipalities.

It's expected that the DAFD Board will appoint a committee to begin negotiations on the Collective Bargaining Agreement with firefighters (the current CBA expires on April 30, 2016).

Dexter Area Fire Department (DAFD) 2016 Budget:

Supervisor Rider presented the 2016 draft budget for discussion only. Budget concerns dealt with the 39% increase, underfunded retirement fund, addressed postponing hiring of additional staff at this time and prioritizing equipment purchases.

Township Appointments:

- *Planning Commission:* Both Bob Nester & Tom Ehman were reappointed for 3 year terms to the PC as they each bring unique & valuable perspectives & input to the planning process.
Zoning Board of Appeals: Jay Holland (riparian owner) was appointed for a 3 year term to the ZBA; and Don Darnell was appointed as an alternate member for term expiring 12/31/2016.
- *Multi-Lakes Board:* Harley Rider, Tom Lewis, Pat Kelly & Andy Reiser, were appointed as regular members for 4 year terms expiring 12/31/2019. Alternate members appointed to 4 year terms were Jack West
- *Public Safety Advisory Committee:* The Board recognized the members of PSAC for their dedication to public safety in Dexter Township and to thank them collectively & individually for their service.

Fire Sub-Station Lease:

The Board approved the Fire Sub-Station Lease as recommended by the Township Attorney and authorized the Township Supervisor and Clerk to execute the Lease on behalf of Dexter Township.

Fire Sub-Station Update:

The proposed occupancy target date is now set for January 19, 2016.

A time constraint & increased cost issue ... was a 180' deceleration lane on the north side of N. territorial ... east of the current entrance complete with curb. This after the fact added requirement by the Washtenaw County Road Commission was non-negotiable. Also, a dry well increased costs to drill a second well in a new location.

Additionally the drawings for the entrance to the current Multi-Lakes garage were incorrect by more than 5 feet requiring additional concrete & a trip back to the Planning Commission for an amended site plan.

*Respectfully Submitted,
Bill Gajewski, Township Board Representative*

8) Concerns of Commission Members, Director of Planning and Zoning, Supervisor, and Recording Secretary-

Mr. Ehman presented a suggestion for the Table of Contents for the Zoning Ordinance Book.

DPZ Michels announced the new Township Enforcement Officer would be starting January 5th. A survey for the commissioners was passed out and DPZ would like it filled out and returned soon. Training will be scheduled this spring. DPZ Michels is starting to compile the annual report of code enforcement.

9) Public Comment – None

10) Review of Bylaws – No Action.

11) Future Agenda Items –

- 1) Tuesday, January 12, 2016
Public Hearing for (15-PC-168) Dexter Township Fire Substation

Adjournment – Mr. Lewis declared meeting adjourned at 9:53 PM.

Respectfully submitted,

Jeffrey Dehring, Secretary

Janis Miller, Recording Secretary