



# Dexter Township

## planning commission

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John Shea,  
Chair  
James Gorenflo,  
Vice Chair  
Marcia Ottoman,  
Secretary  
Hank Byma  
Mary Adams

Kim Jordan,  
Recording Secretary

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### REGULAR MEETING OF THE PLANNING COMMISSION

#### Tuesday, January 2, 2007 7:30 PM

Present: John Shea, Chair; Marcia Ottoman, Township Board Representative & Secretary; Hank Byma, Zoning Board of Appeals Representative and Mary Adams.

Also present: Patrick Sloan, Director of Planning and Zoning.

Absent: James Gorenflo.

The meeting was called to order at 7:46 PM.

**I. Approval of Agenda** - Motion by Byma, supported by Ottoman, to approve agenda as submitted. **Carried 4-0.**

**II. Approval of the Minutes** - Motion by Byma, supported by Adams, to approve the minutes of December 26, 2006 as amended. **Carried 4-0.**

**III. Public Comment** - None

**IV. Action Items** -

**1) Election of the Planning Commission Officers** –

Motion by Byma to nominate John Shea for Chair, James Gorenflo for Vice Chair and Marcia Ottoman for Secretary. supported by Ottoman. **Carried. 4-0**

**2) Review Provision of the Planning Commission By-Laws** –

Byma raised an observation regarding Article IV Section 5, addressing the length of time a particular person held office. He suggests changing five (5) consecutive years to six (6) consecutive years.

Commissioners concurred to table their review of the by-laws until a full board was present.

Shea asked the recording secretary to schedule the review for the first work session in February.

**3) Follow-up on GDP and Process** –

Shea and Sloan met earlier today and reviewed the preliminary timeline for the General Development Plan and the proposed up-dates. They concurred that they needed to incorporate three (3) additional Public Hearings. One (1) for the Agricultural District, one (1) for the Lake District, and one (1) for the community as a whole. These additional public hearings would extend the projected timeline for completion from 13 to 15 months.

Budget issues were raised and discussed. Shea said that most of the fee would be in house with the exception of hiring an independent firm to conduct the survey. He believes that the community as a whole would be more comfortable and confident with the survey results if they were conducted out of house. This would be the biggest expense incurred on the budget.

Kelly said that the Township Board will review the proposed budget at their next scheduled meeting and report back to the commissioners at their scheduled meeting on February 6, 2007.

Byma suggested contacting the University of Michigan's Planning Department and ask if they would be interested in conducting the survey.

Sloan will draft a revised memo to include the suggested revisions. Additionally, he will contact the County Planning Department and ask when they would like to review our General Development Plan prior to official distribution.

#### **4) Discuss Wetlands Protection Ordinance –**

Sloan will incorporate Shea's and his own edits and recommendations from their earlier meeting into a revised red-line draft for commissioner's review at the scheduled meeting on February 6, 2007.

Byma inquired about revision to the fee schedule.

Sloan said he has been working on proposed recommendations for the fee schedule and that a document would be ready for the commissioner's review at their February 6, 2007 meeting.

Commissioners asked Sloan to include a wetlands map within the Wetland Protection Ordinance and be prepared with a resolution that would include the planning commission finding of facts.

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

Sloan informed the commissioners that he would have the proposed Text Amendments to the Zoning Ordinance ready for review at their February 6, 2007 meeting.

Kelly asked what the planning commissioner's interpretations were regarding the expiration of an approved final site plan permit.

The commissioner's concurred that the burden is on the developer to ask for an extension.

Byma updated the commissioner's on issues at hand for the Zoning Board of Appeals. He said that an illegal landscaping business is operating in Dexter Township and most likely they would be coming to the planning commission for a special land use permit and possibly a re-zone request.

#### **VI. Public Comment – None**

#### **VII. Future Agenda Items -**

Tuesday, January 23, 2007

1) Review Timeline for the General Development Plan (GDP)

Tuesday, February 6, 2007 – Work Session

1) Review Provision of the Planning Commission By-Laws

2) Review Wetlands Protection Ordinance

3) Review Text Amendments to the Zoning Ordinance

4) Review Timeline for the GDP

5) Review Proposed 2007 Planning Commission Agenda Items

**VIII. Adjournment** – Shea, Chair, declared meeting adjourned at 8:30 PM

**Respectfully submitted,**

**Kimberly Jordan, Recording Secretary**

**Marcia Ottoman, Secretary**