

Millington Township Planning Commission
Monday, April 8, 2019 at 6:00 P.M.
8553 State Street in Millington, Michigan 48746

Regular Board Meeting Minutes

The Regular Board Meeting of the Millington Township Planning Commission was held on the above date.

Meeting Called to Order at 6:00 P.M. by Chairman Zavitz.

Members Present: Alvin Zavitz, Chairman; Terry Burns, Vice Chairman; Jennifer Koch, Secretary; Robert Worth; and Ed Maschke.

Members Absent: N/A.

Terry Jones, Millington Township Zoning Administer Present: No.

Guests: There were 9 guests in the audience.

REVIEW/APPROVAL OF MINUTES:

- Reviewed Minutes of the Wednesday, March 13, 2019 Special Hearing & Public Hearing Meeting Minutes.
Moved by Worth to approve the minutes as corrected to add Special Land Use Permit Application to:
 - Worth motioned to deny any current Special Land Use Permit Application for Bob Gilling on file at the Township and for Bob Gilling to reapply with the Township Zoning Administer with all of the proper documentation from the Millington Township Zoning Ordinance No. 08-100 from 2008 Article 17 Site Plan Review Requirements, then to have Jones bring forth to the Millington Township Planning Commission Board to a meeting with appropriate review, protocol, and procedure.
 - Zavitz motioned to approve Worth's prior motion to deny any current Special Land Use Permit Application for Bob Gilling on file at the Township and for Bob Gilling to reapply with the Township Zoning Administer with all of the proper documentation from the Millington Township Zoning Ordinance No. 08-100 from 2008 Article 17 Site Plan Review Requirements, then to have Jones bring forth to the Millington Township Planning Commission Board to a meeting with appropriate review, protocol, and procedure.Seconded by Koch. Motion Carried.
- Reviewed Minutes of the Wednesday, March 13, 2019 Regular Board Meeting Minutes. Worth motioned to approve the Regular Board Meeting Minutes. Seconded by Maschke. Motion Carried.

NEW BUSINESS:

- Worth read the Planning Commission By Laws Section 1A. Selection and Tenure.
- Election of Officers:
 - Moved by Koch to nominate Zavitz for Chairman. Seconded by Worth. Nomination for Zavitz for Chairman is passed unanimously.
 - Moved by Zavitz to nominate Burns for Vice Chairman. Seconded by Koch. Nomination for Burns for Vice Chairman is passed unanimously.
 - Moved by Zavitz to nominate Koch for Secretary. Seconded by Maschke. Nomination for Koch for Secretary is passed unanimously.

OLD BUSINESS:

- Policy and Procedures of the writing of Special Land Use Notices including writing of the Special Land Use Notices for the newspaper; Worth asked for more clarification from the Michigan Township Association in regards to Worth's email to the Millington Planning Commission Board on February 19, 2019 that "The Township Board also approved having the Planning Commission draft the special land use verbiage for the notices/letters that will be published and sent to the affected residents when needed. The secretary [or Acting Secretary] of the Planning Commission will then forward this draft to the Township Clerk (since the clerk is the one who is required by law to publish and send these letters out) for review and if there are and questions or concerns the Clerk will contact the Planning Commission secretary [or Acting Secretary] for clarification. The Township Board was 100% behind this new policy and procedure." With Michigan Township Association suggestion(s) Zavitz motioned to appoint the Secretary or Acting Secretary as the designee as a contact person to make any changes on behalf of the Millington Township Planning Commission; the Secretary or Acting

Secretary can contact via email to the Millington Township Planning Commission Board Members individually for clerical clarification if needed within a timeframe that Koch sets. Seconded by Maschke. Motion Carried.

- Continued discussion of updating the Millington Township Master Plan and the Township Zoning Ordinance; Adam Young from Wade Trim Associates, Inc.
 - The Millington Township Master Plan Notice of a Public Hearing for Monday, June 10, 2019 at 6:00 P.M. was completed by the Millington Township Planning Commission Board Members. This Public Hearing is intended to provide an opportunity for interested citizens to express their opinions regarding all aspects of the proposed Millington Township Master Plan. The Millington Township Master Plan serves as a guide for the physical development of Millington Township by setting forth goals, policies, and providing a comprehensive view of the preferred future. Koch will submit the finalized Millington Township Master Plan Notice of a Public Hearing for Monday, June 10, 2019 at 6:00 P.M. document to the Millington Township Clerk Sheila Hebner.
 - Reviewed the recommended Zoning Ordinance Modifications document provided by Koch on behalf of Adam by email on March 29, 2019, Adam also provided copies at the meeting, as outlined in the February 4, 2019 Millington Township Master Plan draft document; Zoning Ordinance Modifications table on page 67 of the February 4, 2019 Millington Township Master Plan draft document with Adam.
 - Adam provided the board members with copies of the February 4, 2019 Millington Township Master Plan draft document.
 - Adam provided the board members with a copy of the Millington Township Zoning Map and February 1, 2019 Map 6: Future Land Use draft. Worth noted an error in regards to the Murphy Lake State Game Area that needs a Conservation, Recreation, and Institutional Classification on the map(s); Adam suggested that Worth present this information on June 10, 2019 during our Public Hearing.
 - Discussion of thoughts regarding deficiencies, limitations, inconsistencies, etc. found within the current Zoning Ordinance and which may need to be addressed with Adam. Koch presented the board members with a list of Resolutions, Ordinance/Amendments, and possible considerations for updating the Millington Township Zoning Ordinance document; Koch provided Adam with all of the Resolution, Ordinance/Amendments, and the Zoning Notice Requirement documents that was listed. Worth will notify the Millington Township Board that we request that the Amendments to be posted on the Millington Township website with a disclaimer that the Amendments may not be up-to-date (Adam stated that the Resolutions don't have to be posted on the Millington Township website); i.e.:
 - Zoning Ordinance Amendments
 - Ordinance Number 08-100: Articles 17 and 19
 - Ordinance Number 10-1: Blight Ordinance
 - Ordinance Number 10-2: To Regulate the Design, Construction, Inspections, Approval, and Maintenance of Private Roads Within the Township
 - Ordinance Number 11-1: Medical Marijuana
 - Ordinance Number 11-1: Ordinance Repealing Medical Marijuana Ordinance
 - Ordinance Number 13-1: Ordinance Enforcement Officer
 - Ordinance Number 17-02: An Ordinance to Amend the Zoning Ordinance to Implement Regulations Regarding Solar Energy
 - Ordinance Number 17-4: Thumb Electric Cooperative Electric Service Franchise Ordinance
 - Ordinance Number 18-01: Ordinance to Amend Zoning District Map of the Township Zoning Ordinance
 - Ordinance Number 18-02: Ordinance Regulating the Quarrying or Mining of Soil, Sand, Clay, Gravel, or Similar Materials to Protect Public Health, Safety, and Welfare
 - Ordinance Number 18-03: An Ordinance to Amend Section 5.02(C) of the Millington Township Zoning Ordinance
 - Ordinance Number 96-3: Millington Township Municipal Ordinance Violations Bureau Ordinance (March 2017).
 - Adam outlined a schedule for proceeding with the development of specific zoning text and map amendments that may consist of 6 months or in the fall of 2019 for updating the Millington Township Zoning Ordinances.

NEW BUSINESS CONTINUED:

- Millington Township Zoning Administrator Report was presented by Koch on behalf of Jones.

PUBLIC COMMENT(S): Ken and Lorinda Jensen, Luanne Jarzuel, and Adam Young.

The next tentative Regular Board Meeting will be Monday, May 13, 2019 at 6:00 P.M. Worth moved to adjourn.
Seconded by Zavitz. Meeting adjourned by Chairman Zavitz at 7:19 P.M.

ATTACHMENT(S): None

Jennifer Koch, Secretary

Alvin Zavitz, Chairman