

MINUTES OF THE COOPER CHARTER TOWNSHIP
PLANNING COMMISSION HELD ON TUESDAY, JULY 12, 2016

A meeting of the Planning Commission of Cooper Charter Township was held on Tuesday, July 12, 2016, at the Cooper Charter Township Hall, 1590 West D. Avenue, Kalamazoo, Michigan.

Members Present: Asselmeier, Corke, Frederick, Janssen, Reynolds, Stehouwer.

Members Absent: Boekhoven.

Also Present: Michael Homier of Foster, Swift, Collins & Smith, attorneys for Cooper Charter Township; Russ Wicklund, Township Planning Consultant.

Chairman Asselmeier called the meeting to order at 7:00 p.m.

Agenda Item

A motion to accept the Agenda as printed was made by Comm. Reynolds and supported by Comm. Stehouwer. Motion carried 6-0-1, with one member absent.

Review and Approval of Minutes

A motion to approve the Minutes of the June 14, 2016, meeting with a change indicating that Comm. Frederick arrived at 7:44 p.m., was made by Comm. Janssen, supported by Comm. Corke. Motion carried 6-0-1, with one member absent.

Citizen Comment

None.

Public Hearing on Proposed Amendments to Zoning Ordinance

Public hearing opened.

No members of the public appeared.

Public Hearing Closed.

Mr. Wicklund gave an overview of the proposed amendments to the Zoning Ordinance. Following a brief discussion, the following Motions were made:

1. A motion to adopt Resolution Recommending Approval of the Ordinance to Amend Land Division and Site Condominium Ordinances was made by Comm. Frederick, supported by Comm. Stehouwer. A roll call vote was taken. Motion carried 6-0-1, with one member absent.

2. A motion to adopt the Resolution Recommending Approval of the Ordinance to Amend Section 120.410(B) of the Township Zoning Ordinance was made by Comm. Janssen,

supported by Comm. Corke. A roll call vote was taken. Motion carried 6-0-1, with one member absent.

3. A motion to adopt the Resolution Recommending Approval of the Ordinance to Amend Sections 120.230, 120.240 and 120.250 Regarding Industrial Districts of the Township Zoning Ordinance was made by Comm. Stehouwer, supported by Comm. Corke. A roll call vote was taken. Motion carried 6-0-1, with one member absent.

Outline for Master Plan

Mr. Wicklund prepared an outline of the process for amending the Master Plan. A lengthy discussion followed. The first items to work on would be the Introduction, Demographic Analysis and the Geographic Profile. He used the survey as a mechanism to get input from the community moving forward. He discussed goals and objectives for future land use to determine which elements of the Plan are intended to be the primary focus of the Planning Commission. He also did a demographic analysis to compare if the makeup of the community differed from the makeup of the respondents to the survey. It appears that the Township has a younger population that did not participate in the survey.

The Planning Commission agreed that the Introduction should include a community history.

The Geographic Profile has some updated data from the 2011 Plan Map, which includes the most current flood plain and wetland information. This information may be helpful in determining future protection of the Kalamazoo River Basin and how that may influence future land use along the river.

Existing Land Use and Zoning. A section by section analysis was done back in the 1990's. The Planning Commission may need to focus on some areas because they have a multiple number of land uses within them. Most sections are agricultural or residential and may not have more than one land use. There is no need to re-create information that already exists.

Development Trends and Strategies. This area is probably one where the Planning Commission could put a lot of time into it. It will include infrastructure elements which may lead to supporting new development (i.e. non-motorized transportation plan, farmers market).

Public participation and input will be encouraged. A public hearing will be required when the draft is completed. There was a suggestion to bring in the business owners and have them look at commercial and industrial development.

The ultimate intent of the original planning process is to develop the future land use plan, which is the foundational plan narrative that supports the map, the map being the basis for which the Planning Commission can determine whether or not the zoning fits within that Plan.

Implementation. Depending upon the time frame involved, the Township can say that they've adopted the Plan, they may look at it sooner than every five years, but every five years is the standard for when they look at the Plan and what does the Planning Commission want to accomplish between the time this Plan is adopted and when it looks at it five years from now.

With respect to the Introduction, Chairman Asselmeier asked whether other planning commissions form a working committee to come up with the contents for this paragraph, or if the planning commission as a whole works on it. Mr. Wicklund stated he has seen it done both ways. Normally, he compiles a list of items to include in the Introduction and then presents the list to the full Planning Commission. He welcomes comments and suggestions from commissioners for items to include. Comm. Reynolds stated he thought it would be helpful to prepare a project plan, which would identify what the elements are, suggested timeline to accomplish the elements, who is going to do it, what the associated costs are and the progress from month to month. The other commissioners agreed that they would like Comm. Reynolds to put together a project plan.

New Business

None.

Old Business

None.

Comm. Reynolds asked whether the results of the most recent survey were posted on the township website and, what progress, if any, had been made on the some of the issues raised (i.e. roads, police and fire). Comm. Frederick stated that most of these issues are of a county nature, not a township one. It was noted that while the survey response rate may have been low, it may have been indicative that the public was satisfied and didn't feel the need to respond.

Comm. Reynolds asked about the process of following up on violations made by applicants who had their projects approved by the Planning Commission. Mr. Wicklund stated that in one instance, code enforcement evaluated the vehicles that were unlicensed and noted that to the property. In the second instance, the township is working with the county by drafting letters to the violator. The violator has to come back to the county and township to show what their plans are. When approvals to the site plans are given, they are monitored to make sure the applicant complies.

Adjournment

A motion to adjourn the meeting was made by Comm. Reynolds, supported by Comm. Janssen. Motion carried 6-0-1, with one member absent.

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