

Exeter Township Planning Commission Minutes December 6, 2016

Planning Commission Vice Chairperson David Schafer called the meeting to order at 7:00 pm and opened the meeting with the Pledge of Allegiance.

Roll Call: Present: Roger Bezek, John Bills, Dan Boggs, William Gay, Leonard Kernyo, and David Schafer
Excused: Danielle Fenbert
Guests: Lucie Fortin, Exeter Township planner, and Robert Queen, Exeter Township Supervisor

Correction / Approval of Agenda:

- ❖ **Motion: Dan Boggs, 2nd John Bills;** To accept the meeting agenda as presented.
Motion carried.

Approval of Minutes:

Meeting minutes from the November 1, 2016 Exeter Township Planning Commission meeting minutes were read. In the Old Business section, item # 2, reference to the "October Planning Commission meeting" was changed to read November Planning Commission meeting. The sentence containing "Planning Commission member" was changed to read Planning Commission members.

- ❖ **Motion: William Gay, 2nd Dan Boggs;** To accept the November 6, 2016 Exeter Township Planning Commission meeting minutes as corrected. **Motion carried.**

First Public Comment:

None

Old Business:

1). A draft revision of Exeter Township Zoning Ordinance (Section 3.08) definitions of "Farm" and "Lot Depth" was reviewed by planning commission members.

- a). Recommended adding (to item # 3) a sentence allowing a parcel to meet the proposed definition of a "Farm" if the parcel is enrolled in a "Conservation Program" (State or Federal).

b). Reviewed proposed revisions to the current definition of "Lot, Depth".

c). Recommended setting the minimum "Lot, Depth" for parcels zoned as Ag/Residential and R-1 at 363 feet as measured from the center of the road. Currently, the minimum lot depth for parcels zoned as R-1 is listed at 330 feet. These revisions are included in Section 21.01 "Area, Height and Placement Requirements" and Section 21.02 (g) "Footnotes to Schedule of Regulations" of the Exeter Township Zoning Ordinances.

These recommended changes will be incorporated into the proposed Zoning Ordinance revisions. Copies of the final draft of these changes will be sent to Planning Commission members. In accordance with the newly adopted Planning Commission policy, a public hearing will be held on January 3, 2017. This public hearing will be held as part of the regularly scheduled meeting which starts at 7:00 pm.

2). A proposed "Exeter Township Planning Commission Bylaws" was presented. The proposed bylaws are based upon a sample documented created by the Michigan Township Association. Planning Commission members discussed items in Section 1 Officers; Selection and Tenure, duties of the Planning Commission secretary, and minimum members need for a quorum. Planning Commission members were also informed of required (by Michigan statute) annual reports which need to be created and forwarded to the Exeter Township Board.

Additional wording in Section 5 was recommended for situation(s) which would be considered a "Conflict of Interest".

a). In item 1, a broader definition of "Immediate family members" (including in-laws and related family members) be incorporated.

b). In item # 2, add the wording "...is a director or trustee of a business..." along with any business or financial interest.

An updated draft will be presented for adoption at a future Planning Commission meeting.

New Business

1). It was announced that Danielle Fenbert has asked not to be reappointed to the Exeter Township Planning Commission and has submitted her resignation. Roger Bezek has accepted his reappointment to the Planning Commission. A new member to the Exeter Township Planning Commission will be appointed by the Exeter Township Board.

2). Updated copies of the Exeter Township Zoning Ordinance book was provided to all Planning Commission members.

An updated draft will be presented for adoption at a future Planning Commission meeting.

Second Public Comment:

1). The next scheduled Exeter Township Planning Commission meeting will be held Tuesday January 3, 2017 at the Exeter Township Hall, beginning at 7:00 pm. A public hearing will also be held as part of the Planning Commission meeting.

❖ **Motion: Dan Boggs, 2nd John Bills;** To adjourn meeting. **Motion passed.**
The meeting adjourned at 8:30 pm.

Respectfully submitted, _____

Roger Bezek, secretary
Exeter Township Planning Commission