

Exeter Township
Planning Commission Regular Meeting
February 7, 2017

Call Meeting to Order / Pledge of Allegiance

Roll Call

Approval / Corrections of agenda

Approval / Corrections of Minutes

Review of January 3, 2017 Exeter Township Planning Commission / Public Hearing meeting minutes.

First Public Comment

Old Business

1). Discussion of proposed Solar Energy Installation Zoning Ordinance.

2). Discussion of adopting proposed bylaws for the Exeter Township Planning Commission.

3).

New Business

1). Review of Exeter Township Zoning Ordinance Article 24 "Administration and Enforcement" in regards to building permit duties assigned to township ordinance enforcement officer.

2). Discussion of adopting proposed bylaws for the Exeter Township Planning Commission.

Second Public Comment

Adjournment

approved
as presented
Ray Beza

Exeter Township Planning Commission Minutes February 7, 2017

Planning Commission Vice Chairperson William Gay called the meeting to order at 7:06 pm and opened with the Pledge of Allegiance.

Roll Call: Present: Roger Bezek, John Bills, Dan Boggs, William Gay, Leonard Kernyo, and Rico Perez
Excused: David Schafer
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:

Planning commission meeting minutes from January 7, 2017 were read.

- ❖ **Motion: Leonard Kernyo, 2nd Rico Perez:** To accept the January 7, 2017 planning commission meeting minutes as corrected. **Motion carried.**

First Public Comment:

Exeter Township Supervisor inquired how planning commission meeting minutes were distributed to the members. Currently, they are put on the township website, and read at the next meeting for approval. Minutes are usually turned into the township office (clerk) to meet the current FOIA agreement within 10 days of the meeting.

Old Business:

- 1): All members of the Exeter Township planning commission were mailed a comparative analysis of solar energy ordinances by Exeter Township planner, Lucie Fortin. The analysis compared aspects of home rooftop and stand alone solar energy systems. Guideline and restrictions on these solar energy systems as well as permitting and site requirements were detailed. Also model ordinance guidelines from the states of Michigan and Massachusetts as well as Kent County Maryland were included. A review of the current Michigan laws and requirements concerning taxability and "Net Metering" was provided.

Planning commission members discussed if a "ground based" solar energy system would need to be included in the 20 % maximum allowed lot use on non-agricultural / residential parcels. Items also discussed included allowing roof top solar panel to extend above the roof peak and to address installations on flat roofs where the solar panels would need to be installed on an angled sub-frame. Planning commission members agreed that any proposed ordinance should cover solar energy systems by generating size, installation type and intended use (ie: "residential", "small business / agricultural", "commercial energy production / solar farm").

In the case of large solar energy installations (also referred to as "solar energy farms") that the property owner may be required to pursue a rezoning petition to change the parcel zoning for a large scale installation to "Industrial", especially if the landowner will not have any ownership or receive any payments from the energy generated.

For a "residential" solar energy installation, planning commission members made the following suggestions for a draft ordinance;

- Maximum allowed power generation is 20 Kw (kilowatts)
- Building and electrical inspection to be required
- Power provided (such as DTE or Consumer Energy) be notified of installation
- Ground based installations to fall within current back yard and side yard set-back distances
- Roof top installations shall not extend above roof peak
- A manual power disconnect be installed and accessible by emergency responders and clearly marked
- Allow ground based installations and solar energy panels to be attached to the side of a residence using an angled sub-frame
- All transmission line(s) for ground based installation be underground and properly marked
- No glare or reflection from solar panels is allowed to impact neighboring homes or street level traffic. No reflection / glare impact(s) rule applies at all times of the year.
- Solar energy panel attached to the home become part of the structure.

Planning commission members decided to table discussion on small business / agricultural and commercial solar power (ie "Solar Farms") until the March 2017 planning commission meeting.

2). A final draft of a proposed Exeter Township Planning Commission By Laws was presented and reviewed.

❖ **Motion: Leonard Keryno, 2nd John Bills;** To adopt the Exeter Township Planning Commission By Laws as presented. **Motion carried**

New Business

Planning commission members reviewed the current wording in Section 24 of the Exeter Township Zoning Ordinance. The current wording in the section does not clearly spell out the duties of building permit issuance and site inspection. Reference is made to an "Ordinance Enforcement Administrator". Exeter Township Supervisor, Robert Queen, suggested a complete review of the section be done so that our Ordinance Enforcement Officer and Building Department (Building, Electrical, Plumbing inspectors) along with the supervisor be clear on what their roles are in the requesting and issuance of building permits. Responsibility for building permit issuance and inspection should be defined and separate from ordinance violation enforcement responsibilities.

Supervisor Queen will send a copy of the entire Zoning Ordinance, Section 24 to the township attorney for review and comment. Planning commission members decided to table any further action on this issue until direction is received from the township legal counsel.

Second Public Comment:

1). The next scheduled Exeter Township Planning Commission meeting will be held Tuesday March 7, 2017 at the Exeter Township Hall, beginning at 7:00 pm.

❖ **Motion: Leonard Keryno, 2nd John Bills; To adjourn meeting. Motion passed.**
The meeting adjourned at 9:20 pm.

Respectfully submitted, _____

Roger Bezek, secretary
Exeter Township Planning Commission

Second Public Comment:

1). The next scheduled Exeter Township Planning Commission meeting will be held Tuesday March 7, 2017 at the Exeter Township Hall, beginning at 7:00 pm.

❖ **Motion: Leonard Keryno, 2nd John Bills; To adjourn meeting. Motion passed.**
The meeting adjourned at 9:20 pm.

Respectfully submitted, _____

Roger Bezek, secretary
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