

Exeter Township Planning Commission Minutes October 4, 2016

Planning Commission Chairperson Danielle Fenbert 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, Danielle Fenbert, William Gay, Leonard Kernyo, and David Schafer
Guests: Lucie Fortin, Exeter Township planner, and Cheryl Baltrip, Exeter Township Supervisor

Correction / Approval of Agenda:

- ❖ **Motion:** David Schafer, 2nd William Gay; To accept the meeting agenda as presented. **Motion carried.**

Approval of Minutes:

Meeting minutes from the September 6, 2016 Exeter Township Planning Commission meeting minutes were sent to planning commission members. Corrected the date of the meeting minutes in the motion to approved (changed to September 6, 2016)

- ❖ **Motion:** Leonard Kernyo, 2nd David Schafer; To accept the July 5, 2016 Exeter Township Planning Commission meeting minutes as corrected. **Motion carried.**

First Public Comment:

A resident who lives on Colf Road, asked about any future plans to repair Colf Road (between Sumpter Road and Martinsville Road) and who he could register a complaint with concerning the current unsafe conditions of the road. He was directed to the township office to make a road complaint and spoke with the township supervisor in her office.

It was announced that the Monroe County Road Commission had contracted brush cutting and ditch bank mowing on all township "main roads". They are using large heavy-duty mowing equipment to address the entire ditch. Planning Commission members commented on the excellent job they were doing on cutting brush and mowing all the ditch banks.

Old Business:

1). Planning Commission members discussed the current status of the Exeter Township Parks & Recreation Master Plan and the creation of an Exeter Township Parks & Recreation Steering Committee.

The Master Plan needs to be re-submitted to the Michigan Department of Natural Resources and Quality (MDNRQ). Chairman Danielle Fenbert recommended that the Parks & Recreation Master Plan be submitted as completed and the "3 year clock" (time until the Master Plan's first review / renewal) start from the date the plan was approved by the Exeter Township Board. Planning Commission members also discussed the formation of a Park & Recreation Steering Committee.

- ❖ **Motion: Danielle Fenbert, 2nd Dan Boggs;** To recommend to the Exeter Township Board that a Parks & Recreation Steering Committee be created, its members be appointed, and the Parks & Recreation Master Plan be submitted. **Motion carried**

New Business

1). Planning Commission members discussed the procedure used to schedule and conduct public hearing meetings. Currently, public hearings are scheduled to begin at 6:00 pm and the "regularly scheduled" Planning Commission beginning at 7:00 pm. One alternative procedure would be to start the "regularly scheduled" at 7:00 pm, then suspend the meeting to conduct the public hearing. Another option discussed was to start the public hearing at 7:00 pm and then start the "regularly scheduled" meeting at the conclusion of the public hearing.

- ❖ **Motion: Danielle Fenbert, 2nd Dan Boggs;** The Exeter Township Planning Commission will begin to incorporate any public hearing meeting within the regularly scheduled planning commission meeting, beginning at 7:00 pm and adjourning no later than 10:00 pm. **Motion carried.**

Due to a family emergence, Chairperson Danielle Fenbert turned the meeting over to Vice Chairperson David Schafer at approximately 7:30 pm.

2). Planning Commission members discussed the current procedure concerning how Special Land Use applications are reviewed and public hearing meetings are scheduled.

A). Option # 1: Township office will determine if a Special Land Use permit is required. Applicant will be informed of procedure and required documents. Application is forwarded to township planning consultant (Lucie Fortin). Consultant will collect and review all required supporting documentation. When all supporting documents are provided, a public hearing will be scheduled (notices mailed and meeting announcement published). Copies of all documents will be sent to the Planning Commission members at least one week before the scheduled public hearing. Planning Commission members will review application and all supporting documents at the public hearing

B). Option # 2: Township office will determine if a Special Land Use permit is required. Applicant will be informed of procedure and required documents. Application is forwarded to township planning consultant (Lucie Fortin). Applicant may meet with the Planning Commission to discuss their plans and / or to provide copies of required

