Chairman Peat called the Paw Paw Township Planning Commission meeting to order at 6:00 P.M. on June 22, 2017 at the Township Hall.

PRESENT: Randall Peat, Ivan Olsen, James Tapper, Bill Johnson, Kip Kerby, Fran Sanders, and Phillip Arbanas.

ABSENT: None.

ALSO PRESENT: Rebecca Harvey, Bert Gale (Zoning Administrator), and Kelly Largent (Zoning Administrator).

APPROVAL OF THE AGENDA:

Motion by Kerby, supported by Olsen to approve the agenda. The motion was unanimously approved.

APPROVAL OF MINUTES:

May 25, 2017: Motion by Kerby, supported by Olsen to approve the May 25, 2017 minutes as amended. The motion was unanimously approved.

PUBLIC COMMENT: None.

NEW BUSINESS:

The Chairman reported to the Planning Commission that Rebecca Harvey has been retained for the update of the Zoning Ordinance. Rebecca stated she will be getting a proposal to the Township Board.

Public Hearing for text amendment for building height:

The Chairman opened the hearing at 6:06 P.M.
Arbanas commented this will help a whole lot for the building height issues the Zoning Board of Appeals has been hearing in the last several months and should decrease the need for a variance for building height.

There was no public present to comment on the text amendment.

The Chairman closed the hearing at 6:13 P.M.

Motion by Olsen, supported by Arbanas to recommend approval of the text amendment to the Township Board. The motion was unanimously approved.

Zoning Ordinance Review Q & A - Rebecca Harvey:

The Chairman stated he had several questions and comments throughout the review document. He stated he would start with page 2 and the members should jump in with their comments and questions as he proceeded through the review document.

Page 2 comments:

3rd bullet wind energy: The Chairman’s personal opinion is no wind at all. However, that being said he asked Ms. Harvey if this has to be allowed in any zoning district. Ms. Harvey stated no it does not have to be allowed. The Planning Commission can state which type is allowed, i.e. allow personal wind system and leave out systems that would be tied to the electrical grid. Ms. Harvey can put in criteria in each zoning district. The Commission had further discussion regarding allowing it as a special use permit and which zoning districts.

Last bullet: remove 10-acre minimum. The Chairman stated the reasoning behind this requirement was the Planning Commission didn’t want to chew up farmland into 2-acre lots and was done to control what is going on in the AGR district. This was then modified so that each 10-acre parcel would be allowed 1 2-acre split. He has no objection to removing this.

2nd bullet: The Chairman commented that this is needed and the Township has businesses calling on this.

Page 3 comments:

4th bullet home occupation: Minor as a permitted use in residential districts was questioned. Ms. Harvey stated she likes the way the Planning Commission has identified and defined minor and major home occupations and is merely suggesting that minor home occupations should be a permitted use in residential districts and that the current ordinance has minor home occupations in only a few residential districts. She stated that
the major home occupation should continue to be a special use permit because they impact the character of the district.

Page 5 comments:

2nd bullet: The Chairman asked for clarification. Ms. Harvey stated the Planning Commission may want to consider adding vacation rentals. Cabins as rentals are already addressed. Vacation rentals are big in destination vacations and websites promoting this type of vacationing, such as Airbnb.com. As a vacation rental, the home owner may rent the entire home or only a portion. Ms. Harvey stated there are many things to consider such as:

1. Weekly rental locations may have a different life style than a permanent resident.
2. Are additional inspections needed since the home is now opened to the public.
3. If this use is to be added should it be a special use permit or a permitted use. If it is a permitted use then identify what parameters are to be established.

Arbanas asked about boarding houses. Ms. Harvey stated that they are not as common and you are just renting a room. The Planning Commission asked Ms. Harvey to add Vacation Rentals as a special use permit in the logical zoning districts.

Page 6 comments:

2nd bullet: Coordinate efforts with the Village for a gateway corridor. The Chairman stated this is a good idea. Sanders stated the Township Board is working with the Village to build relationships.

Page 8 comments:

2nd bullet from the bottom PUD: The Chairman asked for clarification. Ms. Harvey stated currently the section on PUDs is a blended approach of a use and a zoning district. She is going to restructure this section and understands what the Planning Commission intended.

Page 11 comments:

1st bullet section 42-239 remove hard surface requirement: Kerby asked for what purpose would this be removed. Ms. Harvey stated that this section currently applies everywhere except 1- and 2-family homes. Ms. Harvey used an example of a winery/cidery in the agricultural zoning district and suggested that every use may not need a paved surface. Ms. Harvey recommended the Planning Commission consider this.

Page 14 comments:
2nd bullet section 42-300 administrative review: this has already been done.

Sanders asked if the zoning map would mesh with the Master Plan when this is complete. Ms. Harvey responded yes.

The Chairman suggested that the Township should be recognized for the zoning ordinance coinciding with the Master Plan and their cooperation with the Village.

The Chairman asked where do we go from here? Ms. Harvey stated she should have a proposal next week to the Township Board.

Ms. Harvey asked at what intervals the Planning Commission would like to see the draft of the Zoning Ordinance rewrite. Olsen stated when Ms. Harvey has completed as much as she is comfortable with he is fine with that. Ms. Harvey stated she could complete the whole document or provide it in increments whichever the Planning Commission preferred. Mr. Gale recommended something other than the whole document since this would be hard to digest all of the changes at once. Ms. Harvey estimates she may be able to complete the entire document in 3 months but would like a timeframe for incremental submissions. The Planning Commission and Ms. Harvey agreed upon 2 months. At this time, a full draft will be submitted including the outline for sections to be completed. This will give the Planning Commission the entire restructure of the zoning ordinance even if some sections have not been completed with text/verbiage.

OLD BUSINESS: None.

OTHER BUSINESS:

Ms. Largent addressed the Planning Commission regarding corner lots and a recent lot which has been placed on the market. This lot has a setback distance of 50 feet for all property lines. The Planning Commission asked Ms. Harvey to add language for a corner lot to alleviate 2 front yards.

No July meeting.

Next meeting Aug 24.

ADDITIONAL PUBLIC COMMENT:

ADJOURNMENT:

Motion by Kerby, supported by Tapper to adjourn the meeting at 7:12 PM. The motion was unanimously approved.
Respectfully submitted,
Kelly Largent
Zoning Administrator