Chairman Peat called the Paw Paw Township Planning Commission meeting to order at 6:00 P.M. on November 29, 2018 at the Township Hall.

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

ABSENT: Fran Sanders.

ALSO PRESENT: Mike Ely, John Tapper (Owner), Rebecca Harvey (Planning Consultant), Bert Gale (Zoning Administrator), and Kelly Largent (Zoning Administrator).

APPROVAL OF THE AGENDA:

Motion by Olsen, supported by Tapper to approve the agenda as amended. The motion was unanimously approved.

APPROVAL OF MINUTES:

October 25, 2018: Motion by Kerby, supported by Arbanas to approve the October 25, 2018 minutes as submitted. The motion was unanimously approved.

PUBLIC COMMENT: Tapper stated that there is no conflict of interest for his participation for the Site Plan Review. He has no involvement with this business entity.

NEW BUSINESS:

Rebecca Harvey - Zoning Ordinance Review.

Ms. Harvey stated that the new draft was sent and received yesterday. The double-spacing issues have been corrected. She stated she has taken the Planning Commissions comments regarding solar energy to heart and has made the following change to the ordinance: Solar energy is now a Special Land Use and has been corrected in the schedule. She stated she has not modified the draft ordinance yet because she has a handout for the Planning Commission regarding this subject. The handout has a memo and articles for a more comprehensive level of implementation for solar energy. She requested the Planning Commission review the handout. She feels this methodology would both accommodate and “promote”, in the sense of encouragement by how the standards are written, the development of green energy in the Township. The Planning Commission could then amend both the Master Plan and Zoning Ordinance for green energy and provide a total and justified link for these standards.
Olsen asked if the Planning Commission is encouraging this if something is available in the Zoning Ordinance. Ms. Harvey recommended the Planning Commission read the handout and stated solar energy has become far more cost effective that it was previously.

Johnson commented on the professional look of the document.

The Chairman stated that the members need to have this draft and their comments for the next meeting on Dec 27 for the final review of the Zoning Ordinance. He asked if there were members that might be absent. Arbanas and Johnson stated they are possible absences.

Tapper Self Storage Site Plan Review.

The Chairman stated that this is a continuation of a decades old project.

Mr. Gale stated that the Zoning Administrator had asked the Township to check their records for a previous copy of the site plan due to a question regarding the determination of the rear lot line. A previous copy could not be located.

The Chairman stated that he recalls discussions regarding front and side yards and there was a consensus reached.

Kerby asked what was in the rear yard. Jim Tapper stated that it was a 6-foot security chain link fence. John Tapper agreed to the description of the fence and stated there is also dense brush.

Arbanas asked if the buildings were going closer to any of the property lines than the existing buildings. Mr. John Tapper stated no.

The Chairman asked the Zoning Administrator to proceed with the site plan review document. Mr. Gale proceed to review the items identified as a “condition not met”. The Planning Commission made the determination that the submitted site plan and application are adequate for the following sections and items:

Section 42-302

Item 3: adequate with no additional comment
Item 4: adequate with no additional comment
Item 5: adequate with the following discussion. Mr. John Tapper stated that the side lot line was determined at the 1998 Planning Commission meeting for the beginning of this development and was reiterated in 2003 when the next phase was presented to the Planning Commission.
Item 8: adequate with the following discussion. Mr. John Tapper stated that the brush is located on the neighbor’s property. There is a boundary fence located between the neighboring properties and the security fence.
Item 11: adequate with the following discussion. Kerby asked what is the area covered by the new proposed buildings. Mr. John Tapper stated it is 25,000 square feet and there is a lot of vegetation so the storm water won’t run off onto
the neighboring property. The Chairman noted the roof area increase of approximately 35% and asked if the new buildings were on pavement. Mr. Tapper stated that some will be on Pavement and the remaining buildings will be on gravel.

Item 16: adequate with the following discussion. Kerby asked if there were security cameras. Mr. John Tapper stated yes. Mr. John Tapper stated they intend to relight the whole area and Consumers Energy is currently engineering the removal of existing power poles and new underground service. Mr. Gale recommends the Planning Commission have the submission of a photometric and lighting plan and the new lights do not shine on adjacent property as a condition of approval. Mr. John Tapper has agreed to this condition.

Item 17: adequate with the following discussion. Kerby noted there was no scale and no gallons for the movement of storm water indicated on the plans. Ms. Largent pointed out that the storm water catch basins were perforated and allow the storm water to infiltrate the ground.

Section 42-204(H) Fences.
   Item 1: adequate with no additional comment

Section 42-204(I) Walls and protective screening.
   Item 2: adequate with no additional comment

Section 42-204(J) Exterior Lighting. See Section 42-302 item 16 comments. Adequate as noted in item 16 above.

Section 42-204(L) Spacing of principal buildings on the same lot, parcel or site. The Planning Commission discussed the building height and determined that the building height for each building is to be provided as a condition to the site plan approval.

Section 42-204(P) Water supply and wastewater disposal. Adequate with the following discussion. Mr. John Tapper stated there are not restrooms on site.

Section 42-204(U) Solid Waste Receptacle Areas. Adequate with the following discussion. Mr. John Tapper stated there are no dumpsters on site.

Section 42-239
   Item 3: The Planning Commission discussed the parking space dimensions and determined that the dimensions are to be provided as a condition of the site plan approval.
   Item 5(c): See Section 42-302 item 16 comments. Adequate as noted in item 16 above.

Section 42-271 Permitted signs in all commercial and HCI zoning districts. Mr. John Tapper stated that there would be a sign at the road in the future. The Planning Commission determined that the future signage shall be approved by the Zoning Administrator under an administrative site plan review as a condition to site plan approval.
Olsen commented about the thoroughness of the review and presentation.

Motion by Olsen, supported by Kerby to recommend approval with the following conditions to the Township Board:

1. A lighting and photometric plan be submitted for sections 42-302 (16), 42-204(J), and 42-239 item 5(c).
2. The building height for each building be submitted to ensure compliance with Section 42-204(L).
3. The dimensions of the parking spaces be submitted for section 42-239 item 3.
4. Future signage to be approved by Administrative Review by the Zoning Administrator.

The motion was unanimously approved.

Planning Commission Meeting Calendar.

The Planning Commission discussed the meeting calendar for 2019. The Chairman asked about the December meeting and if there was a preference. He recommended that it either be moved to Dec 19 or removed. Kerby stated he liked the Dec 19 date if there were to be a meeting. Mr. Gale stated that in the past typically there has not been business to come before the Commission. He stated that if there was business to be conducted the Commission could add the meeting if they chose to remove it from the calendar now. The Planning Commission determined there would be no meeting in December 2019.

OLD BUSINESS:

Township Tour- Kerby stated that he doesn’t want the tour in the next 2 months due to the snow. The Chairman wanted to clarify that this tour would be volunteered time by the Planning Commission members. Jim Tapper stated he also would prefer the tour after the snow is gone. Kerby stated this spring maybe March or April timeframe. Johnson stated that the Township may be able to rent a school bus and a sign-up sheet with the clerk, so the Township would know how many were being participating to ensure enough seating. Ms. Largent was asked to notify the Township Clerk. Ms. Largent stated that was asked to inquire about the reason for the Township Tour. The Chairman stated that it would be used as a tool to adjust the districts of Zoning Map.

OTHER BUSINESS:

Next meeting is Dec 27th.

The Chairman stated he will be sworn in as a County Commission the beginning of next year. He was hoping that he would be able remain on the Planning Commission but has been told that this would not be possible. He will resign next month. He has talked to the Township Supervisor and he recommended Kip Kerby act as the Chairman for the remainder of this year. Kerby has agreed to this. The Chairman stated he will still go on the Township tour and be present for any meeting that the Planning Commission requests he attend. The Chairman also stated that on
Monday, Dec 3rd he will be present for the oral arguments portion of the lawsuit the Township is involved in.

Olsen thanked the Chairman for his years of service on the Planning Commission.

Kerby stated that he has some very big shoes to fill but he will do his best. He Thanked the Chairman for his service on the Planning Commission.

Arbanas stated the Chairman will be missed as a regular member of the Planning Commission and his leadership will also be missed.

ADDITIONAL PUBLIC COMMENT:

Mr. Mike Ely stated he hoped everyone enjoyed their Thanksgiving.

ADJOURNMENT:

Motion by Kerby, supported by Peat to adjourn the meeting at 7:26 PM. The motion was unanimously approved.

Respectfully submitted,
Kelly Largent
Zoning Administrator