Chairman Kerby called the Paw Paw Township Planning Commission meeting to order at 6:00 P.M. on August 22, 2019 at the Township Hall.

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

ABSENT: None.

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

APPROVAL OF THE AGENDA:

Motion by Palenick, supported by Tapper to approve the agenda. The motion was unanimously approved.

APPROVAL OF MINUTES:

June 27, 2019: Motion by Sanders, supported by Arbanas to approve the June 27, 2019 minutes as submitted. The motion was unanimously approved.

PUBLIC COMMENT:

The Chairman opened the public comment at 6:01 pm.

Mr. Mike Ely updated the Planning Commission on the progress of the Special Event Facility. He stated that the driveway permit has been completed and approved. They are working on the building permit. He stated that they don’t have a timeline but are hoping for a few events this year. He also stated that he will be stopping in periodically to update the Planning Commission on their progress.

The Chairman closed the public comment at 6:03 pm.

NEW BUSINESS:

Zoning Ordinance and Map.
Ms. Harvey stated she made the changes and updated the draft ordinance. The County Planning Commission is scheduled to comment on the ordinance at their next meeting on August 28th. The Township Board will then be able to take action at their September 10th meeting.

Animated Signs.

Ms. Harvey stated she was asked by the Township supervisor to ensure that the new ordinance is not wildly different from the surrounding communities.

Ms. Harvey stated that the sign portion of the new zoning ordinance allows a certain degree of animated signage. It does not allow video signs. But does allow electronic copy and changeable copy signage. The Township’s new sign portion of the zoning ordinance parrots the Village of Paw Paw’s sign ordinance.

Ms. Harvey was asked about billboard signs. Ms. Harvey stated that billboards are dealt with differently from on premise signs.

The Planning Commission discussed changeable copy signs.

The Planning Commission asked about temporary signs such as real estate signs. Ms. Harvey stated that signs had the greatest change due to the Michigan Supreme Court ruling. This ruling stated that signs cannot be regulated based on the content of the sign. Ms. Harvey stated that onsite signs in addition to permitted signs are allowed 2 or more temporary signs based on the road frontage.

The area of a sign is limited to 12 square feet for residential and 32 square feet for commercial.

Palenick asked if political signs would fall under temporary signs. Ms. Harvey stated yes.

The Planning Commission discussed ordinance enforcement and how the Township does it. Sanders stated the Township has an officer 5 hours a week for ordinance enforcement. He is available during day light hours only.

OLD BUSINESS:

Master Plan Update.

Ms. Harvey provided an update on the Master Plan. She stated that the Master Plan has been reviewed by the County and the only comment that came back from them is to include the maps.

Ms. Harvey stated that the maps have proven to be a challenge. They hadn’t been updated in a while and the existing maps were so old that you couldn’t read who developed them. The Township Engineer created a new base map (which took longer than anticipated). The set of maps had some that needed changes. The maps which had changes were the PA116 map, Sewer/water map, and FLU map. When the maps were provided to the Planning Commission last year, the sewer/water and PA116 maps were not updated at that time. Currently, the Township
Board has not adopted the master plan and it is on hold until the maps are completed. The PA116 map has been reassigned to the Township engineer and should be done in a week or two. The Sewer/water maps are pending and should also be done in a week or two. The Master Plan is not required to come back to the Planning Commission. However, Ms. Harvey recommends it come back in the final form so the Planning Commission can see what it looks like. She feels it would be a cleaner transition from the old to the new if this occurred.

Sanders questioned the date on the FLU map which is currently 2020. Ms. Harvey stated that there were no changes to the FLU map and the last change was in 2016. She asked if the Planning Commission on the FLU map.

Motion by Sanders, supported by Olsen to use the 2019 adoption date for the Master Plan and maps. The motion was unanimously approved.

Sanders stated that F & V service the sewers and found it strange that they didn’t have a map of the sewers.

Ms. Harvey was asked to notify Ms. Largent about the maps for the next meeting.

OTHER BUSINESS:

Sanders asked about the family accessory housing and if that was with the Planning Commission for action or the Township Board. Ms. Largent stated that it is with the Planning Commission for action.

Next meeting is Sep 26th.

Tapper stated that he had 2 questions on conflict of interest. Is it a conflict of interest to go to a Township Board meeting or ZBA meeting and comment. Ms. Harvey stated no. The second question was regarding the Ely’s, who determines if there is a conflict. Ms. Harvey stated the Planning Commission is responsible for this according to the By-laws.

ADJOURNMENT:

Motion by Palenick, supported by Tapper to adjourn the meeting at 6:56 PM. The motion was unanimously approved.

Respectfully submitted,
Kelly Largent
Zoning Administrator