PAW PAW TOWNSHIP
PLANNING COMMISSION
MINUTES
June 25, 2015

Chairman Peat called the Paw Paw Township Planning Commission meeting to order at 6:00
P.M. on June 25, 2015 at the Township Hall.

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

ABSENT: None.

ALSO PRESENT: John Lohrstorfer (Township Attorney), Bert Gale (Zoning Administrator),
Rebecca Harvey (Planning Consultant), Kevin Christensen, and Kelly Largent (Zoning
Administrator)

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

May 28, 2015: Motion by Arbanas, supported by Stull to approve the May 28, 2015 minutes as
amended. The motion was unanimously approved.

PUBLIC COMMENT: None.

OLD BUSINESS: None.

NEW BUSINESS:

The new business items were discussed in the reverse order.

The ordinance to reestablish the Planning Commission was discussed. A copy of the approved
ordinance was provided to each member in their meeting packets. The ordinance was adopted on
The text amendment to add Micro-Brewery as a special use permit in the AGR-Agricultural (Farmland Preservation) Zoning District was discussed. The Zoning Administrator provided information for definitions and standards as examples to the Board. Mr. Lohrstorfer provided an example of an amendment. The provided material was discussed by the Board. The next Township Board meeting is in 2 weeks. The next Planning Commission meeting will be July 23. Mr. Christensen stated that he was in no hurry. The Planning Commission Board decided, based on the information provided by Mr. Christensen, Mr. Lohrstorfer, and Mr. Gale, to review all of the information from Mr. Gale and Mr. Lohrstorfer and provide any feedback to Ms. Largent at least one week prior to be included in the meeting packets.

Ms. Harvey presented the information she handed out to the Board. The packet included a project scope as previously discussed during the interview, a list of data, if available, Ms. Harvey needs, the steps for amending the Master Plan, and a meeting schedule. Ms. Harvey has requested a copy of any of the data on the list in the next month, for example PA116 lands list, recreation plan, trail way plan, etc. Mr. Stull will ask the Township Board and clerk to provide any available information to Ms. Harvey. Chairman Peat will ask his sources for any information they may have. The Gates Drain extension was also discussed and is information which will need to be provided to Ms. Harvey. Ms. Harvey discussed the meeting schedule and stated that the schedule is tentative and parallels the scope of services. This schedule gives Ms. Harvey a month to complete each portion of the Master Plan and make revisions to the previous portion. The exception is the first deadline which Ms. Harvey has 2 months to complete the available data analysis. This schedule would update the Master Plan in a 10 month timeframe. Ms. Harvey asked the Board who her point of contact would be. The Chairman responded he is the point of contact. Ms. Harvey asked the Board to give her a list of items of concern or things of importance to the Township. The Board listed strengths of the Township residents, agricultural/rural flavor of the township, and tourism. Concerns listed were maintaining the agriculture for future and not “paving over the land” and urban sprawl. The Board and Ms. Harvey discussed what documents and maps were used for the last Master Plan updated, location of the township’s prime soils, restrictions for shorelines in respect to use, low land preservation, and the Village of Paw Paw. Master Plan and paralleling the Township’s Master Plan with the Village.

OTHER BUSINESS:

The Board discussed AGS response times to phone calls and messages.

Mr. Stull reported back to the Planning Commission Board on the request to use Ms. Harvey for additional services. The Township Board prefers to use Mr. Lohrstorfer first.

Chairman Peat asked about the Site Plan application and the requirement for signed and sealed plans. Where does this requirement come from? The Zoning Ordinance contains the requirement for signed and sealed plans. Mr. Gale and Mr. Lohrstorfer were tasked to look at the
minor project requirements and bring items to the next meeting on alternatives to the requirement for signed and sealed plans for all projects.

The next meeting will be July 23, 2015 at 6 PM.

ADDITIONAL PUBLIC COMMENT: None

ADJOURNMENT:

Motion by Tapper, supported by Kerby to adjourn the meeting at 7:46 PM. The motion was unanimously approved.

Respectfully submitted,

Kelly Largent
Zoning Administrator