

**Lake Charter Township Planning Commission Meeting
September 10, 2018**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman John Murphy called the meeting to order at 7:00 p.m.

ROLL CALL

Board members present were: John Murphy, Gaylord Rochefort, Nancy Mensinger, Christin Rice and William Geukes.

Zoning Administrator Jim Gast was present.

Township Trustee John Wilk was present.

APPROVAL OF MINUTES

Motion to approve the August 6, 2018 minutes was made by Nancy Mensinger; seconded by: Gaylord Rochefort; all ayes, motion carried.

APPROVAL OF AGENDA

Motion to approve the agenda was made by Christin Rice; seconded by: William Geukes; all ayes, motion carried.

TOWNSHIP BOARD REPORT – Nancy Mensinger reported:

1. The PA system for the Township meeting room has been failing for years. Tech of Southwest Michigan will install a new wireless system for \$9,667.29
2. Lift Station 335 on the corner of Gast and Snow Roads repair. FHC who works with the GRDA will repair the station at a cost of \$46,455.00. Repairs will need to be done before a major break down occurs.
3. Water/Sewer billing clerk Sandy Denman has given her notice of retirement effective February 1, 2019, The Township Board is reviewing the job description. The job has been posted on Indeed a job posting website, the Township Website and the sign board. Applications will be taken until mid-September. Sandy has been employed with the Township for 20 years.
4. First payment for the Date and Snow road water line project:
 - a. B&Z - \$272,124.00
 - b. Merritt Engineering - \$23,619.00As of the August Board meeting, the project is 43% completed.
5. Discussion was held on the use of the Public Safety Building conference room for a wedding shower. Jane and Andrew Daniel asked to use the room for their party. Both are fire fighters for the Township. The hall rental policy changed in December of 2017. But the Public Safety Building has no policy in place. After much discussion the Daniel's party was approved; and the Township plans to work on a policy for the use of the room.
6. The August 2018 Election had:
 - a. 496 in precinct voters
 - b. 268 Absentee voters
7. The Library is holding an event at Weko Beach for "Finding things on the Beach" on September 19, 2018.
8. The Wine Fest will be held on Weko Beach on September 29, 2018.

ZBA REPORT – Nancy Mensinger

ZBA Board will not be meeting in September.

OLD BUSINESS

1. None

NEW BUSINESS

1. Review application for Special Land Use Permit submitted by William S. Sefton of 12033 Red Arrow Hwy Unit #11, Sawyer, MI 49125. The property of interested is 12087 Red Arrow Hwy., Sawyer, MI 49125 Tax code # 11-11-0135-0024-03-4. The property is zoned C-1
 - a. Chairman John Murphy read a letter received from Laura C. Parsons of 3841 Paducah Drive, San Diego, CA 92117 stating that as the owner of this property she gives her permission for Mr. Sefton to apply for the special land use permit to erect the pole barn for the purpose of storing RV's, campers, watercraft, cars, trucks, items of personal nature.
 - b. Chairman Murphy called for a motion to include the letter of permission from the property owner. Motion was made by William Geukes, seconded by Christin Rice, 4-ayes, 1-nay. Gaylord Rochefort stated that he thought that this letter should have been included with the application packet.
 - c. William Sefton presentation – Mr. Sefton stated that he is a car collector and the Pole barn would be used to store the vehicles. Nothing will be left outside. He lives next door, the park model home village is his summer residence. He will not reside in the pole barn. The property will be graded and improved to keep proper care of the lot.
 - d. Jim Gast stated that water and sewer was included in the building of the pole barn to avoid a portable restroom on site and so that the neighbors will not complain of this.
 - e. Planning Commission member questions:
 - i. Gaylord Rochefort – no additional questions.
 - ii. Nancy Mensinger – no additional questions.
 - iii. William Geukes – asked about the fencing on the property.
 - iv. Christin Rice – asked for clarification on the location of the building in relationship to the neighbor's home.
 - v. John Murphy - no additional questions.
 - f. Jim Gast Stated there are no variances and the application met all the required setbacks.

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- g. Public Comments opened at 7:20 p.m.
 - i. Jim Gast presented a letter received from Chikaming Township with the following listed:
 1. All items should be housed in structures out of public view;
 2. Perimeter fencing that blends into the landscape and is visually appealing should be required;
 3. Landscaping on the exterior (public view side) of the fence should be required;
 4. A permit, or preliminary approval, from the Berrien County Drain Commission should be provided;
 5. Any changes in drainage, soil types, surface treatments, and storage area surface coverings should be included in the site plan;
 6. The site and proposal should be reviewed for compatibility with any Wellhead Protection Districts;
 7. The proposal should be consistent with the Township Master Plan.

Closed Public Comments at 7:43 p.m.

- h. Planning Commission 9 Steps Special Land Use General Standards
 - i. Step 1 – Yes
 - ii. Step 2 – Yes
 - iii. Step 3 – Yes
 - iv. Step 4 – Yes
 - v. Step 5 – Yes
 - vi. Step 6 – Yes

- vii. Step 7 – Yes
- viii. Step 8 – Yes
- ix. Step 9 – Yes

- i. Member Comments
 - i. No additional

- 2. Motion to approve the Special Land Use Permit submitted by submitted by William S. Sefton of 12033 Red Arrow Hwy Unit #11, Sawyer, MI 49125. The property of interested is 12087 Red Arrow Hwy., Sayer, MI 49125 Tax code # 11-11-0135-0024-03-4. Was made by Christin Rice and seconded by William Geukes. All ayes, motion carried.

PUBLIC COMMENTS

Open for public comments at 7:24 p.m.

None

Closed public comments 7:25 p.m.

DISCUSSION - DECISION OF PLANNING COMMISSION – RECOMMENDATIONS

Jim Gast stated that he has contacted 4-5 other jurisdictions in regards to requesting sign ordinance copies. To date there 2 that have not responded and 1 that stated they are working on one.

The SLUP application procedure was discussed so that, in the future, the letters from the property owners will be included in the application before being distributed the planning commission members.

REVIEW ITEMS FOR October 1, 2018 MEETING

Nothing as of this meeting.

ADJOURN

Motion by William Geukes, seconded by Nancy Mensinger to adjourn the meeting at 7:48 p.m.

Respectfully submitted by:

Christin Rice - Secretary

Date