

**Ganges Township Planning Commission
Regular Meeting Minutes FINAL for February 26th, 2008
Ganges Township Hall
119th Avenue and 64th Street
Fennville, MI, Allegan County**

- I. Secretary **DeZwaan** called the meeting to order at 7:00 PM, and nominated Commissioner **Reimink** to chair the meeting, with the absence of both **Birkes** and **Gooding**, and was supported by **Looman**. Unanimously approved.

Roll Call: Chairman Jim **Birkes** – Absent
Vice Chairman: Barry **Gooding** – Absent
Secretary: Jackie **DeZwaan** – Present
Commissioner: Sally **Howard** – Present
Commissioner: Ed **Reimink** – Present
Commissioner: Dawn **Soltysiak** – Present
Board Trustee: Terry **Looman** – Present

II. **General Public Comment – None**

III. **Correspondence**

DeZwaan reported that the PC had received a letter dated October 24th, 2007 (received January 24th, 2008) from the Concerned Citizens with the subject line “The Arboretum at Pier Cove”. A petition was circulated for when it does come before the PC, that the PC review their concerns. Their concerns include the request that the PC not approve development at The Arboretum in areas designated as wetlands as shown on the Allegan County wetlands, soils, watersheds and water flow maps (original color maps are on file with Clerk Cindy **Yonkers**). Further they requested that the PC monitor the size of developments, assuring them that The Arboretum will be in total compliance with local ordinances.

Reimink reported that there was a memo from **Birkes** included regarding a meeting with Recording Secretary Ronda **Hall** in an effort to improve the equipment for recording meetings (a new recorder was purchased for \$23.00), content of minutes, length of meetings and compensation. This topic is on the agenda and will be discussed further at that point.

Reimink reported that the PC received an email from Principal Planner Brenda **Moore** covering correspondence and direction for upcoming Special Meetings with her. She had distributed a questionnaire to the PC for each Commissioner to complete in an effort to establish priorities of addressing issues with ordinances that will be reviewed in order of priority, which was reviewed at the Special Meeting that was held on February 21st, 2008.

IV. **Administrative Updates**

A. **Township Board – Terry Looman**

Looman reported that any PC members interested in attending continuing education courses need to submit a request for approval to the Township Board prior to attending for reimbursement purposes. There are currently two different seminars coming up, 1) for a Citizen Planner workshop (approved by the Board for anyone to attend, one fee for all interested), and 2) for Low Impact Development Planning for Future, which interested parties need to submit request to the Board.

Looman also reported that at the request of the Board that a Commissioner be appointed to be the contact person for corresponding with the Principal Planner, which will be **Howard** and **Soltysiak** will be backup.

Further, **Looman** reported that Supervisor **Hebert** requested that the PC attain permission from him, prior to corresponding with the Township Attorney.

Looman also announced that the previously submitted Zoning Ordinance amendments were received back from Allegan County, and that the Township Board had approved them as well.

- B. Zoning Board of Appeals – DeZwaan** reported that the upcoming ZBA meeting was cancelled due to lack of a quorum. The meeting will be rescheduled at a later date.

Looman added that he will talk to the Board and Vice-Chairman **Gooding** to confirm whether he plans on resuming his position on the PC, once his health will allow.

- C. Zoning Administrator – Tasha Smalley (absent)**

DeZwaan noted that she had been in contact with **Smalley**, regarding the **Klinger** approval for an additional storage unit to be installed on his property on M-89. Her concern was, in passing by she noticed footprints in the snow indicating the possibility of the footprint of the building may have been outlined to be in line with the existing unit, which is non-compliant with regard to setbacks from M89. **Smalley** indicated that she will talk to Building Inspector Al **Ellingsen**, requesting him to verify the setback of the new structure as approved by the PC to be in compliance the zoning ordinance.

V. Business Session

- A. Approval of prior minutes (1/22/08)**

Motion by **DeZwaan**, second by **Soltysiak** to table the approval of minutes from the January 22, 2008 Regular Meeting, due to concern that the minutes did not include critical information (including details of review of Section 7D.06 Final Site Plan Requirements and roll call voting) from the minutes from the approval of the **Klinger** Special Use Final Site Plan. Motion approved **Howard** and **Looman** abstain.

Approval of prior minutes (2/21/08)

Motion by **Howard** to approve the minutes from the February 21st Special Meeting as written, supported by **Looman**. Motion approved.

- B. Approval of Agenda**

Addition to New Business: A. **DeZwaan** discussion on delivery of packets to PC. B. **Reimink** requested review of Section 7A.11 Time Limitations on Development and C. Section 7A.2 Permitted Uses. Motion by **Soltysiak** to approve the agenda with the addition of “approval of prior minutes from February 21st Special Meeting”, supported by **Howard**. Motion approved.

- C. Old Business**

1. Zoning Ordinance Amendments

The Township Board has approved all of the submitted amendments to the Zoning Ordinance.

2. Zoning Ordinances Update Project

Howard reported that nothing has happened since the meeting on February 21st Special meeting with Brenda **Moore**.

3. Recording Secretary Issues

Hall stated that she feels that she has made it clear that her request is to be compensated for meetings that are excessively long and or include a large amount of pertinent business, public comments, and business. She stated that the new recording device purchased for \$23 dollars made the tapes much clearer to listen to, and with **Birkes** willingness to adjourn the meetings no later than 10:00 pm as well as her effort to streamline the minutes

with pertinent information will also help. **Hall** added that currently a basic meeting and minutes is currently averaging 9 – 10 hours, and what she is requesting is an hourly fee of \$15.00/hour for times that meetings and preparation extend beyond 9 hours of time.

Although she hasn't met with **Looman** and **Yonkers** due to scheduling conflicts, she feels that she is speaking for and promoting what the majority of the PC members want the Recording Secretary position to include.

We all know that the Clerk chooses not to record the Township Board Meetings, and prefers that we not record the PC Meetings, and that it's not necessary to include public comments in the minutes. Some of the PC want the meetings recorded, and some don't. Some think I should listen to them, and some think that they should only be accessed when there is a specific question.

After further conversation by the PC, it was requested that **Looman** convey the thoughts and concerns of the Commissioners to **Yonkers** as well as the Board when they meet.

D. New Business

1. Other business that may come before the Commission

- A. Discussion on delivery of packets to PC: **DeZwaan** suggested that in lieu of delivering packets to Commissioners that she would make them available for PC members at the Township Hall, while emailing as much as possible.
- B. Review of Section 7A.11 Time Limitations on Development: *DeZwaan to send a letter to the Zoning Administrator for discussion.*
- C. Section 7A.2 Permitted Uses: **Reimink DeZwaan** noted that per the Ordinances that were approved by the Township Board (Business Section C.1 above, "Approval of Zoning Ordinance Amendments"), asking how everything that has been approved is going to be adjudicated. **Howard** will forward the concern to Planner **Moore**, and either she will be able to address and resolve this quickly or it can be moved up on the agenda at an upcoming Special Meeting.

VI. Future Meetings Dates & Committee Work Summary

Regular Meetings will continue to be on the 4th Tuesday of each month:

Tuesday, March 25th, 2008 at 7:00 PM
Tuesday, April 22nd, 2008 at 7:00 PM

Special Meetings will continue to be on ~~the 3rd Thursday~~ *Thursday prior to the Regular Meeting* of each month with the emphasis on meeting with Principal Planner Brenda **Moore**:

Thursday, March 20th, 2008 at 7:00 PM
Thursday, April 17th, 2008 at 7:00 PM

VII. General Public Comment

None

VIII. Adjournment

Motion by **Looman** to adjourn this meeting at 8:02, supported by **Howard**. Motion approved.

Respectfully submitted,
Ronda J. Hall
Ganges Township Recording Secretary