

Colfax Township, Weldon Township and Village of Thompsonville  
Community Joint Planning Commission  
14714 Lincoln Avenue, Thompsonville, MI 49683  
Minutes – December 5, 2013 Regular Meeting

Sue Meredith declared the meeting open at 6:33 p.m. following the Pledge of Allegiance.

Present at roll call: JPC Members Jack Richter, Shelley Greene, Irene Dunham-Thayer (alternate), Sue Meredith, Chris Jones, Don Suchocki, Mike Foust (alternate) and Zoning Administrator Craig Meredith. Absent: Peg Minster (excused). Guest Russ Smith also attended.

Citizen Matters/Public Comment.

Russ Smith gave an update on the new library and provided a package including a site plan. Changes include another parking space in back (four total) and moving the septic field south to the reserve field to minimize possible damage. A maple has been removed to install a 35' flagpole and the sidewalk has been replaced. The hallway, utility area and conference room were altered to make the bathrooms larger for ADA compliance. Other changes include minor appearance items. Construction is 2x6, ceiling insulation is R45, windows are low E glass, HVAC is high efficiency and lighting is LED throughout most of the building which is totally ADA compliant. Utilities are underground. The interior walls are non-load bearing; this is beneficial for any future expansion. The library board has requested the two additional lots from the Village, possibly to add picnic tables for children's use. Jack asked the size of the propane tank; it's 500 gallons. Jack asked if a basement was considered for storage. Russ said yes but it would require an elevator to be ADA compliant. He said the library's size is right for the community and affordable to operate; it is bigger than the current one with room for expansion. The portico has the same foundation and could be enclosed in the future. Several features of the old train station are incorporated into the new building. The library may open in February; a "grand opening" date is TBD. Shelley asked about landscaping and avoiding use of invasive species; Russ said it will be low maintenance. Russ commented that the rules for sidewalks and parking spaces are unclear. Debra said existing sidewalks need to be replaced if they are removed. Sue expressed concern about parking/visibility near the corner. Russ will look into designated handicapped parking as a solution; ADA is not handled by the Village.

Agenda Additions/Corrections. Approval of minutes was added.

Approval of Minutes. Don moved, seconded by Jack to accept the November 2 special meeting minutes; motion carried. Debra moved, seconded by Don to accept the November 7 regular meeting minutes; motion carried.

Joint Zoning Ordinance Initial Draft

The third and final submittal was received; review began with Article 8 resulting in the following comments and questions.

**Article 8 – Standards and Regulations for Specific Land Uses**

**Section 8.4:** Craig said all campgrounds are licensed by the state. Should this section state that a license is required, or is that covered because the ordinance says all state and federal laws must be met? Also, Subsection B(3) doesn't sound right; split into two sentences?

**Section 8.5(A):** change Table 3-4 to 4-4?

**Section 8.6(A):** change Table 3-4 to 4-4?

**Section 8.11(B)6:** reference to Weldon Township Clerk was questioned concerning filing of hazardous materials storage. Don felt this should be part of the fire department's emergency response plan.

**Section 8.13(A):** setbacks of 100' from all lot lines for junkyards were questioned in relation to a minimum lot width of 330'.

**Section 8.14(A):** setbacks of 100' from all lot lines for kennels were questioned in relation to a minimum lot width of 300'.

**Section 8.14(B)1:** can fleas be controlled? Should flies be added to this statement?

**Section 8.16:** what about rental cabins?

**Section 8.17(B):** square footage of 750 was questioned; current it is 720SF for single family.

### Unfinished Business and Reports

#### A. Zoning Board of Appeals

Sue said the need for appointees should be raised as a reminder at upcoming meetings. Shelley said there has been no response to the ads.

#### B. Zoning Administrator Backup

Craig checked a few townships and they do not have a backup ZA. Don felt it would be a good idea to have reciprocal agreements. Shelley said Ron Evitts spoke with Jim Sheets; Jim questioned how familiar a backup would be with another township's zoning ordinance. Debra suggested a board member fill in. Shelley said the joint ordinance doesn't prohibit the JPC from assisting and felt providing timely responses is important. Sue it would not require interpreting the zoning ordinance, just follow up on the basics and get the ball rolling. Eugene felt the synergies of working with other ZAs is a good idea. Craig said timing is critical when a response deadline is set for an issue such as an AT&T cell tower. He will continue exploring possibilities.

#### C. Capital Improvements

Shelley shared Mike MacGirr's thoughts concerning the JPC's letter on project reviews which are required under the Michigan Planning Enabling Act. She said she acknowledged his concerns on timing and felt that working together would result in a positive outcome.

#### D. Zoning Administrator Update

Craig reported that Doug Mansfield informed him the FAA approval was received December 4. They are now waiting for MDOT Michigan Aeronautics request for lighting on the roof. The low income housing project is ready to file for funding. For the Stone property on King Road to Landis Road, funding has been approved by the Michigan Land Trust. It will come under state ownership, and the adjacent 40 acres has also been approved at Dair Creek and Landis. One LUP was issued for a house and garage at Trail Side and another is pending for the site where the house needs to be totally rebuilt. A similar situation exists on King Road. Craig also reported on a couple living in a travel trailer without facilities. He said the new Natural Rivers rules are in place; there will be fewer public hearings.

#### E. Budget

Sue gave Jack a preliminary balance and expects to have an exact figure the following week after bills are paid. She said this should allow review of the proposed budget in January.

#### F. Expense/Compensation Approval.

Sue reported an invoice from Landplan for \$677.20. Debra moved, seconded by Eugene to approve Shelley's expense report for \$436.71; motion carried.

### New Business

#### A. Errors and Omissions

Shelley said a question came up at the Colfax board suggesting we have an errors and omissions statement to handle corrections and eliminate the need to present to the boards and council. After researching she contacted Jeff McCray (Burnham & Flower). Jeff said ordinance amendments must be adopted by all three entities and explained the E&O coverage in the insurance policy. It comes into play and covers public officials should an issue come before the courts. He said to continue keeping good records and felt we are handling business in a diligent manner.

B. Land Bank Property

Craig reported the condemned house on Second Street is in the Land Bank's hands and has been torn down. It is now for sale.

C. Christmas Tree Lighting

Sue wanted to remind everyone the tree lighting will be Saturday at 7:00 p.m.

Correspondence

Shelley said a mailing was received from BACN. Debra received an invasive plant species book. Extra copies can be obtained for those interested.

Adjournment

Next meeting is January 2 at 6:30 p.m. Jack moved to adjourn, second by Don at 8:39 p.m.

Respectfully submitted,

Shelley Greene

Secretary

*Minutes are proposed until approved at the next meeting.*