

**WEST TRAVERSE TOWNSHIP
PUBLIC HEARING AND REGULAR PLANNING COMMISSION MEETING
APRIL 10, 2019**

Chairperson Mooradian called the meeting to order at 7:00 p.m.

Roll Call: Baiardi, Gorman, Uutinen, Mooradian, Moore, Wallin, Repasky.

Visitors: Robert Taylor, Fred Hackl, David White, Sue Matsko.

The Pledge of Allegiance was recited by all.

Approve Agenda: The agenda was approved as presented by consensus with one change: The New Business will be reviewed before the Old Business.

Public Comment: None.

Approve Minutes: **Uutinen made a motion to approve the meeting minutes of March 20, 2019 as presented. Baiardi seconded the motion.**

Vote: All yes.

NEW BUSINESS:

Public Hearing for Preliminary Site Plan for Birchwood Farms Golf and Country Club Maintenance Building Restroom and Shower Addition, Case#2-2019, 5835 Middle Rd., Parcel #24-16-15-03-100-001: The Public Hearing was opened at 7:04 p.m. to review the Site Plan application from Birchwood Farms Golf and Country Club for an addition onto the maintenance building for a restroom and shower facility, which will measure 507 sq. feet. The facility will be for the maintenance personnel only. Rob Taylor, from Birchwood, stated that there are male and female employees working at Birchwood, so they need separate restroom facilities for them. At this time, there is only one bathroom available. At times, the employees spray chemicals during their job and if there is any contamination, they need a shower in which to wash off any harmful chemicals.

There were no public comments.

The Public Hearing was closed at 7:07 p.m.

Preliminary Site Plan Review of the Birchwood Farms Golf and Country Club Maintenance Building Restroom and Shower Addition Case#2-2019, 5835 Middle Rd., Parcel #24-16-15-03-100-001:

According to the Zoning Ordinance, the Planning Commissioners can waive the PUD Standards if three conditions are met in Section 727:14 B. It was agreed that this is a minor project and the PUD Standards could be waived.

Uutinen made a motion to approve the preliminary Site Plan for the addition of the locker room and the bathrooms at the Birchwood Farms west maintenance building at 5835 Middle Road, Parcel #24-16-15-03-100-001, Case#2-2019. Gorman seconded the motion.

Vote: All yes.

Proposed: April 10, 2019

Approved: May 8, 2019

West Traverse Township
Public Hearing and Regular Board Meeting
April 10, 2019

Public Hearing for Final Site Plan Review of the Birchwood Farms Golf and Country Club Maintenance Building Restroom and Shower Addition, Case#2-2019, 5835 Middle Rd., Parcel #24-16-15-03-100-001:

The Public Hearing was opened at 7:10 p.m. for the Final Site Plan review of the Birchwood Farms Golf and Country Club maintenance building restroom and shower addition Case#2-2019. David White stated that the Birchwood Board of Trustees submitted a letter of approval for the project. There were no public comments.
The Public Hearing was closed at 7:11 p.m.

Final Site Plan Review of the Birchwood Farms Golf and Country Club Maintenance Building Restroom and Shower Addition, Case#2-2019, at 5835 Middle Rd., Parcel #24-16-15-03-100-001:

Repasky asked if there were any topographic changes to the area and Taylor replied that there have been no changes. Repasky also asked about the water supply and septic plans. Taylor responded that there is already water on site and that a connection will be made with that. There is also a septic field on site and they feel that it is sufficient to cover the new facility. Taylor will make sure that the Township gets a copy of the County Health Department's approval for the existing septic system as being adequate. There was a discrepancy as to the size of the new addition between what was on the plans and what Mooradian had calculated. The size of 507 sq. ft. was agreed upon and Fred Hackle signed the Site Plan to verify that.

Wallin made a motion to approve the Final Site Plan for the Birchwood Farms Golf and Country Club maintenance building restroom and shower addition, Case#2-2019, 5835 Middle Rd., Parcel #24-16-15-03-100-001 based on approval from the Health Department for the septic, verification of the square footage from the Architect and to waive the PUD Standards as listed in Section 727:14 B, items 1, 2 and 3; and to forward the Site Plan to the Township Board for their review with a recommendation that they approve. Utinen seconded the motion.

Roll Call Vote: Repasky – yes, Wallin – yes, Moore- yes, Gorman – yes, Baiardi – yes, Utinen – yes, Mooradian – yes.

OLD BUSINESS:

Proposed Zoning Amendments for Planner Review: Mooradian will be working with the Township Zoning Administrator, Dave White, about what the Planning Commission may want to review in the Zoning Ordinance as far as any amendments are concerned. Some of the things that have been talked about were fences, storage units. He encouraged the Planning Commissioners to review the Zoning Ordinance and bring up any areas that they might find that need to be looked at. Some of the things that were mentioned at this meeting were the PUD, storm water in the Site Plan requirements, density calculations, definitions of convalescent and nursing homes. Moore asked if the focus will be just minor clarifications or can anything be brought up. He had a question regarding farming and the new language in the Zoning Ordinance. Mooradian explained how those changes came about.

Proposed: April 10, 2019
Approved: May 8, 2019

West Traverse Township
Public Hearing and Regular Board Meeting
April 10, 2019

Master Plan Review: Mooradian said that one of the Township Planners will be at the next meeting in May and they will be bringing draft survey question ideas. He asked the Planning Commissioners to think about what questions they may want to see in a survey. Mooradian reviewed the first four chapters of the current Master Plan very briefly to note what the Planning Commission will be going over in their review. The SEV values and the distribution of the SEV will be updated with the current figures. Gorman thinks that the soil studies were interesting. Baiardi said that there are things such as the amount of Conservancy property that is in West Traverse Township will need to be updated. Repasky suggested looking at a sidewalk plan, wildlife migration and shoreline access that could be incorporated into the Master Plan.

Zoning Administrator's Report: David White presented his written report.

Township Board Representative Report: Baiardi said that the Township has ordered the new IT equipment, some of which will include tablets for the Planning Commissioners.

Planning Commissioner Comments: Wallin had looked into the storm water calculations and he shared his findings.

Perry Farm submitted another set of plans because of the few changes that had been agreed upon at the last meeting. Mooradian will meet with White to go over the plans and make sure they are correct. Repasky said he thought it would be a good idea for the Township attorney to give a clarification on the amendments for Perry Farm. Mooradian stated that the attorney is working on it.

Adjourn: The meeting was adjourned at 8:10 p.m.

The next regularly scheduled meeting will be May 8, 2019 at 7:00 p.m.

Submitted by:

Dawson Moore, Secretary

Transcribed by:
Susan D. Matsko
Township Secretary

Proposed: April 10, 2019
Approved: May 8, 2019