

Crockery Township

**Regular Planning Commission Meeting**

**February 20, 2024**

**Approved Minutes**

Chairman Ryan Arends called the meeting to order at 7:30 p.m. Roll call was taken with Commissioners, Robert Machiela, Mike Munch, Ryan Arends, Dave Willis, Jake Noel and Ryan Kelly present. Planner Julie Lovelace with Fresh Coast Planning and Attorney Ron Redick were also present on behalf of the Township. Paige Silva was present as Recording Secretary.

Commissioner Roy Holmes was absent.

**Agenda Item 2. Approval of the Agenda**

Approved as submitted.

**Agenda Item 3. Approval of Minutes**

The Commission reviewed the minutes from the November 21, 2023, Regular Planning Commission Meeting. A **motion** was made to approve the minutes, as written, by Commissioner Munch. A second was offered by Commissioner Noel. The motion was unanimously approved by the Commission.

**Agenda Item 4. Announcements**

Commissioner Kelly updated the Commission on the Crockery Township Fire Department Millage. The total calls are up from last year by 2.5 percent.

**Agenda Item 5. Communications**

None.

**Agenda Item 6. Public Comments**

Chairman Arends asked for public comment at 7:33 p.m. None were offered at this time.

## **Agenda Item 7. Action Items**

### **A. Temporary election of officers (until April election per by-law)**

Chairman Arends opened up the topic by stating Commissioners Sanders, Meekhoff and Overway retired. April will be the official election vote but until then the open positions will need to be temporarily voted on.

Commissioner Kelly made **a motion** to appoint Ryan Arends as Chairman. Commissioner Noel seconded. The Commission unanimously approved the motion.

Commissioner Munch made **a motion** to appoint Ryan Kelly as Vice Chairman. Commissioner Arends supported. The Commission unanimously approved the motion.

Commissioner Arends made **a motion** to appoint Roy Holmes as Secretary. Commissioner Munch supported. The Commission unanimously approved the motion.

Commissioner Arends made **a motion** to appoint Robert Machiela as Vice Secretary. Commissioner Kelly supported. The Commission unanimously approved the motion.

### **B. Murphy site plan review approval extension request**

Planner Lovelace gave a summary regarding this matter. The Applicant is still obtaining his permits. This Commission previously approved this site plan. The Applicant is obtaining permits through EGLE and requested a one year extension. The Ordinance allows for such extension. Planner Lovelace said a condition of the approval is receipt of all the permits issued.

Commissioner Wallis made **a motion** to approve and Commissioner Kelly seconded. The Commission unanimously approved the motion.

### **C. Subdivision Ordinance - Attorney Redick**

Attorney Redick explained the subdivision ordinance. This allows the municipality to impose higher quality standards and certain procedures not governed by the state. He reviewed what plats are and how they are permitted locally. According to the Michigan Planning Enabling Act, a public hearing needs to be held on this matter.

Commissioners Arends and Wallis had some questions regarding the Green Space and Green Belts provision. Attorney Redick will have to do some research to properly answer them.

Planner Lovelace suggested a provision referring to the Condominium ordinance and those standards.

Chairman Arends offered public comment at 8:02 p.m.

Nancy Crane - 15224 144th Avenue - Asked how Kingfisher would be impacted after the implementation of the Master Plan.

Bev Traxler - 13625 State Road - Proposed a hypothetical development to clarify the current zoning ordinance. Specifically concerned about the Land Division Act.

Attorney Redick clarified some questions regarding the ordinance.

Chairman Arends had questions regarding the higher standards of discretion given to the Planning Commission. Commissioner Wallis asked if this is the place to standardize the density of homes or include "Green Space" provisions.

Planner Lovelace explained the subdivision ordinance and its "cluster option". Attorney Redick clarified the placement of the "cluster option" provision.

Chairman Arends asked about public roads and dead ends. Attorney Redick reviewed the Ottawa County Road Commission's process of allowing public roads and how to relate to the right-of-way and their standards for implementing a public road. He asked about possible revisions being made.

Commissioner Kelly voiced his opinion on 1000 feet not being that long. Tightening the standards will not allow for additional homes. Commissioner Kelly made **a motion** for this Subdivision Ordinance to be taken to public hearing. A second was offered by Commissioner Munch. The Commission unanimously approved the motion.

#### D. Master Plan Community Input Summary

Planner Lovelace provided an introduction on this matter. This Commission does not normally have a December meeting. The members of the Board were told to think over the Workshop Summary and were asked to think about anything they would like to talk about, amend or change.

Commissioner Kelly began by stating the results from the workshop did not show anything the Commission did not already know. Citizens of this Township are happy with moderate, slow-paced growth and they wish to protect agricultural land.

Planner Lovelace said she will proceed by presenting one or two chapters at a time. The original will be updated accordingly with the results from the Workshop.

Commissioner Noel asked if this plan will specify any developmental districts. Planner Lovelace stated this Commission will be reviewing multiple districts.

A member of the public gallery asked when it will be completely updated. Planner Lovelace predicts September 2025 and reiterated there are state laws to be followed regarding this process. Another member of the public gallery asked if the Zoning map will be changed and Commissioner Arends replied, “No.”

### **Agenda Item 8. Presentations**

None.

### **Agenda Item 9. Discussion Items**

#### **A. Ordinance Amendment Discussion**

An introduction to this topic was lead by Planner Lovelace and Attorney Redick. They discussed the need for hard copies versus electronic copies for site plans. Roof pitches were discussed which raised the question if flat roofs should be permitted. The Commission agreed that building code should be met and the type and pitch of the roof should not be governed by this Township’s Ordinance.

Commissioner Arends began the discussion on the “Non-Conforming Lots” Ordinance. It was determined that this was made with the goal of residents combining their property but it is extremely difficult to regulate. Planner Lovelace cannot force them to combine - she can deny their zoning requests and the lots cannot be split. The property owners are often unaware of this Ordinance. Attorney Redick stated these are common zoning laws with people living on the waterfront. It was used as a way to phase out small lots and make sure they are never built on. Commissioner Wallis asked if there was a way to prevent the resale of the non-conforming lot. Attorney Redick advised to make this process easier it can be submitted as an administrative review and the Zoning Administrator can approve an adjacent land transfer with conditions.

The Ordinance regarding Churches lists them as permitted and special uses. They cannot be both. They must be “Use allowed by right” and will be treated equally to other things zoned as such under this Ordinance.

B. Meeting Start Time

This Commission proposes a more convenient meeting start time of 6:30 p.m. Commissioner Kelly made **a motion** to make the regular start time 6:30 p.m. instead of the existing 7:30 p.m. Commissioner Noel offered a second. The Commission unanimously approved the motion.

C. Annual Report

Planner Lovelace stated this is ready to be forwarded to the Board if this Commission is in agreement.

**Agenda Item 10. Adjournment**

**A motion** to adjourn was made by Commissioner Munch at 8:48 P.M. A second was offered by Commissioner Noel.

Respectfully Submitted,

Paige Silva  
Recording Secretary

Next Regular Meeting - March 19, 2024  
Next Special Meeting - TBD