



DEXTER TOWNSHIP

PLANNING COMMISSION

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TOM EHMAN
VICE CHAIR
JEFFREY DEHRING
SECRETARY
BILL GAJEWSKI,
TWP. BRD. & ZBA REP.
STEVEN BURCH
JIM JEDELE
BOB NESTER
COMMISSIONERS

JANIS MILLER
RECORDING SECRETARY

REGULAR MEETING OF THE PLANNING COMMISSION Tuesday, January 23, 2018

Present: Tom Lewis, Chair; Tom Ehman, Vice-Chair; Bill Gajewski; Steven Burch; Jeffrey Dehring; and Jim Jedele. Absent: Bob Nester.

Also present: Zach Michels, Director of Planning and Zoning (DPZ); and Janis Miller, Recording Secretary.

1. **Call to Order:** Mr. Lewis called the meeting to order at 7:00 PM.
2. **Conflict of Interest:** ~~Any Commissioner who has a conflict of interest (Bylaws Article 3) shall state so at this time and will cease to participate as a Planning Commission member of reviewing, deliberation on, or voting on the matter. The member may be reseated as an active Planning Commission member after the matter is resolved.~~
3. **Approval of Agenda:**
Moved by Mr. Gajewski, seconded by Mr. Burch, to approve the agenda as presented.
Motion carried 6-0
4. **Public Comment:** (non-agenda items) None.
5. **Action Items:**
 - A) **Annual Report:**
Director of Planning and Zoning report:
DPZ Michels summarized the 2017 Annual Report noting changes.
Planning Commission Review:
Mr. Ehman: This is an impressive document.

Moved by Mr. Burch, seconded by Mr. Dehring, to adopt the 2017 Annual Report, with inclusion of the recommendations as noted on page 8-3, based on the 2018/2019 Work Plan(to be discussed). Motion carried 6-0.
 - B) **2018/2019 Work Plan:**
Director of Planning and Zoning report:
DPZ Michels introduced the 2018/2019 Work Plan stating this was a companion to the Annual Report, as the Work Plan is a recommendation to the Township Board of items related to Planning and Zoning this body has interest in. Within each category there is a priority level and a completion year.

Planning Commission Review:

- a) Zoning Ordinance:
Commissioner's discussion: Adding 2(g) – encouraging architectural diversity in large developments; form based zoning.
- b) Master Plan Review:
Commissioner's discussion: Adding 6(j) - encouraging architectural diversity in large developments; hiring a consultant to work with staff and Planning Commission; survey of residents; County Road Commission setting traffic counters.

Moved by Mr. Gajewski, seconded by Mr. Burch, to change “1. Prepare and promulgate request for proposals to solicit consultants to assist with Master Plan”, to a low priority. Motion carried 5-1.

Moved by Mr. Gajewski, seconded by Mr. Ehman, to change “2. Review and revise the Anti-Noise Ordinance”, to a low priority. Motion carried 6-0.

- c) Township Ordinances:
Commissioner's discussion: Master Plan update before Ordinance's update; rentals in violation of ordinance; burn ordinance under jurisdiction of Fire Department.

Moved by Mr. Burch, seconded by Mr. Jedele, to change 4. Review and revise the Land Division Ordinance, to a high priority. Motion carried 6-0.

- d) Code Enforcement:
Commissioner's discussion: Planning Commission doesn't have control of code enforcement; complaint based versus proactive code enforcement.

With unanimous consent, numbers 1 & 2 were deleted, priority for numbers 3 – 7 changed to low, and completion year changed to 2019.

- e) Capital Improvement Plan:
Commissioner's discussion: Capital Improvement Plan is jurisdiction of Township Board; since 1989 State law has said that if an entity has a sewer district, then they must have a Capital Improvement Plan.

With unanimous consent, Commissioners approved the Capital Improvement Plan priority.

- f) Transportation Improvement Committee:
Commissioner's discussion: Investments in transportation improvement should be part of the Capital Improvement Plan; this committee's investigations and recommendations would be part of the Master Plan.

With unanimous consent, Commissioners approved the Transportation Improvement Committee priority.

- g) Fee Schedule & Forms:
Commissioner's discussion: Fee Schedules and Forms is jurisdiction of Township Board.

Moved by Mr. Gajewski, seconded by Mr. Burch, to eliminate "Fee Schedule & Forms" from the Planning Commission Work Plan. Motion carried 6-0.

- h) Continuing Education: Community Outreach:
Commissioner's discussion: No discussion.

With unanimous consent, Commissioners approved the Continuing Education Committee Outreach priority.

- i) Community Outreach:
Commissioner's discussion: Mr. Ehman changed his ranking for "3. Communicate with local businesses, realtors, nonprofits, and political parties concerning the Township's sign standards" from medium priority to high priority; placing zoning questions in the Sun Times newspaper; the value of speaking to local elementary and high schools.

Moved by Mr. Ehman to change the priority of number 3. No support, motion failed.

- j) Category Ranking:
Moved by Mr. Burch, seconded by Mr. Gajewski, to recommend to the Township Board that the Master Plan be the first priority. Motion carried 5-1.

Moved by Mr. Lewis, seconded by Mr. Jedele, to adopt the 2018/2019 Work Plan as amended. Motion carried 6-0.

Staff reports and all other supporting documents regarding the above agenda items can be obtained at the Township hall during normal business hours. Additionally, these documents are available on the Townships website: www.dextertownship.org and can be viewed on new.livestream.com/dextertownship.org.

6. Approval of Planning Commission Minutes:

Moved by Mr. Ehman, seconded by Mr. Jedele, to approve the meeting minutes of November 28, 2018, as presented. Motion carried 6-0.

7. Election of Officers:

Moved by Mr. Dehring, seconded by Mr. Gajewski, to appoint Mr. Burch as Chairperson. Motion carried 6-0.

Moved by Mr. Gajewski, seconded by Mr. Jedele, to appoint Mr. Ehman as Vice-Chairperson. Motion carried 6-0.

Moved by Mr. Gajewski, seconded by Mr. Jedele, to appoint Mr. Lewis as Secretary. Motion carried 6-0.

Moved by Mr. Jedele, seconded by Mr. Gajewski, to appoint Mr. Ehman as Representative to the Zoning board of Appeals. Motion carried 6-0.

8. Township Board of Trustees Update:

Bill Gajewski, Township Board Representative, gave a report on the December 19, 2017 and January 16, 2018 regular Township Board Meetings.

9. Concerns of Commission Members, Director of Planning and Zoning, Supervisor, and Recording Secretary:

Mr. Dehring: He appreciated the opportunity to serve on the Planning Commission the past four years and notified the members of his resignation, effective tonight.

Chairperson Mr. Burch: Thanked Mr. Dehring for his service as a valuable member of the Planning Commission.

Mr. Lewis: Also thanked Mr. Dehring for his service.

DPZ Michels: No Planning Commission meeting in February.

10. Review of Bylaws: No action.

11. Public Comment:

Tim Zaleski, 8385 Dexter-Townhall

Appreciated the background discussion on the Annual Report.

12. Future Agenda Items: March 22, 2018

To be determined.

13. Adjournment: Chairperson Mr. Burch declared meeting adjourned at 9:50 PM.

Respectfully submitted,

Tom Lewis, Secretary

Janis Miller, Recording Secretary