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NORVELL TOWNSHIP PLANNING COMMISSION

March 20, 2024, MEETING MINUTES

Meeting held in person at the Township Hall

CALL TO ORDER 6:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/VERIFICATION OF A QUORUM (Attendees are listed)

Monika Cook – Commissioner/Chair, **Russell Grimes** – Secretary, **Andrew Haystead**– Township Board Rep, **Amelia Kukla** – Commissioner, **Bob Frontiera** – Commissioner, **Lynn Waldecker** – Commissioner, **Geoffrey Cripe** – Commissioner

Guest(s) – **S. Pacheco, W. Appleyard, P. Turner, C. Roumell, C. McPeek**

APPROVAL OF AGENDA

Motion by A. Kukla to approve the regular meeting minutes, 2nd by L. Waldecker. No discussion. Motion Carried

APPROVAL OF February 2024 MEETING MINUTES

Motion by R. Frontiera to approve the regular meeting minutes, 2nd by L. Waldecker
No discussion. Motion Carried

BOARD REPRESENTATIVE REPORT

- A. Haystead provided electronic and hardcopy report to planning commission.

ZONING ADMINISTRATOR REPORT

- S. Pacheco gave a verbal report. He informed the Planning Commission that he took over as Zoning officer. He has updated the zoning website and updating zoning permits and the streamlining the permit process. Township is posting for a new replacement zoning officer.

ZBA REPRESENTATIVE REPORT

- Meeting was held on March 6th 2024. Bylaws were discussed for ZBA staff roles. Also discussed code of conduct. Next meeting is on June 5th.

COMMITTEE REPORTS

- No committee reports at this time.

UNFINISHED BUSINESS

- 11a – Boat Storage Special Use Permit – S. Pacheco gave overview of the history of previously submitted boat storage use permit.

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- Provided a hard copy and discussed a memo for the Conditional Use Permit for the boat storage yard located at 13150 Wamplers Lake Road, Brooklyn, Mi 49230.
- Additional discussion about nonfunctional boats that are stored onsite that were abandoned by the owners. Township will need a timeline on removal of these assets.
- Discussed that any work on the site will need to be inside the perimeter fencing.
- Motion to recommend approval of the conditional use permit and site plan review applications to allow a boat storage facility at 13150 Wamplers Lake Road because the proposed project as conditioned meets the conditional use permit standards under Article VI, Section 6.6 (A-E) and meets the site plan review standard under Article VII, Section 7.6 as discussed at tonight's meeting (and with the following condition if there are conditions). These findings include the fact that the proposed boat storage.
- Conditions of Approval:
 - All boat or other items stored on the property shall be operating and functional motor homes, travel trailers, watercraft, boat lifts, and trailers of the watercraft stored at the property. No inoperable, dismantled and/or partially dismantled motor homes, travel trailers, watercraft, boat lifts or trailers shall be stored on the premises. Items stored on the site must have/be currently registered with the State of Michigan, when available
 - The applicant shall repair or replace the fence where needed so that it is a minimum of 6 feet in height and opaque between the boat storage and a roadway, an adjacent property with a residential use, or an adjacent property zoned for residential uses. Mesh fencing may be used.
 - The areas outside of the fencing and/or in front of the existing building on the site shall not be used as part of the boat storage use.
 - The project shall comply with all requirement of section 6.7 item DD Outdoor Commercial Motor Home, Travel Trailer and Boat Storage. This includes but is not limited to; the activities associated with the storage use shall be conducted within the fenced in area, all items delivered to the site shall be dropped off to an area within the fenced in area, no on-site mechanical repairs shall be permitted on site, items stored on the site shall not be occupied, no storage of hazardous, toxic, or explosive materials shall be permitted, lighting shall meet the requirements of the code, the fencing and site shall be maintained appropriately.
- Motion to approve by R. Grimes and 2nd by L. Waldecker. The Planning Commission discussed the summary with respect to adjacent properties with a residence and installed fencing. A concern was brought up that there is potentially an issue with people living on the site as well. The Planning commission recommends that the owners work out a schedule

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for removal of the abandoned boats and submit to the Township board prior to determination on the conditional use permit. Motion carried.

- 11b – Master Plan discussion - The Township draft Master Plan that was discussed at the February meeting was forwarded to the Township Board. The Board voted to approve for distribution to the required stake holders.
- 11c – Solar Ordinance Discussion – No additional comments.

NEW BUSINESS

- No new business

PUBLIC/COMMISSIONERS COMMENTS

- P. Turner mentioned he works for an engineering firm and would assist the Township if needed. He also discussed water and sewer in the township.

ADJOURNMENT – 6:46 PM

- Motion by R. Grimes to adjourn, 2nd by A. Kukla. No discussion. Motion Carried.

Next meeting April 17th, 2024 (6:00pm in township hall)

Respectfully submitted by R. Grimes, Secretary