



1 **PLANNING COMMISSION WORKSHOP MINUTES – February 08, 2022**

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3 **CALL TO ORDER/ROLL CALL**

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5 Chair Corfman called the Planning Commission meeting to order at 5:00 p.m. and Vice
6 Chair Davis called the roll. The following Commissioners were present: Chair Corfman,
7 Vice Chair Davis, Treasurer Roberts, Mr. Eavey, and Mr. Matson. The following
8 Commissioners were absent: Secretary Loeks and Mrs. Buckham. Also present was
9 Interim Planner/Zoning Administrator Julie Johnston and Planning/Zoning Assistant
10 Jennie Miller.

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12 **CITIZEN COMMENT ON NON-AGENDA ITEMS**

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14 Chair Corfman asked if there were any citizens interested in speaking on non-agenda
15 items. There were none so he moved on to the next agenda item.

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17 **SET AGENDA**

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19 Chair Corfman reviewed the agenda and asked if there were any additions or corrections.

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21 **Motioned by Vice Chair Davis, seconded by Mr. Matson, to accept the agenda as**
22 **written. The motion carried unanimously.**

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24 **MINUTES – January 25, 2022, Meeting**

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26 Chair Corfman asked if there were any changes or corrections to the minutes.

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28 **Motioned by Treasurer Roberts, seconded by Mr. Eavey, to approve the January**
29 **25, 2022, minutes with one correction on line 206 changing “identities” to**
30 **“identifies”. The motion carried unanimously.**

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32 Chair Corfman moved to Old Business as there was no New Business on the agenda.

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34 **OLD BUSINESS**

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36 **A. Corners Business District (CBD)**

37
38 The Planning Commission began their review at the Design Review Committee section
39 of the draft ordinance, which is where they left off at that last meeting. Discussion occurred
40 related to the make-up of the Committee and their advisory role. There was a concern
41 about members being on multiple Township committees. The Commission also did not
42 think a member from the Township Board was needed as they do not get involved with

43 most of the reviews that would occur in the Corners Business District as planning and site
44 design is generally not their role.

45
46 The following changes were made to the draft ordinance:
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- 48 • An “intent” section will be added under the Design Review Committee section.
- 49 • The Township Board member and member of the general public will be removed from
50 the Committee.
- 51 • The Downtown Development Authority and Planning Commission member cannot
52 serve on other boards.
- 53 • A pre-conference with the Design Review Committee will be added to allow applicants
54 the opportunity to make any design changes prior to application. The applicant would
55 not have to meet again with the Design Review Committee if the requested design
56 changes were made.
- 57 • The Design Review Committee recommendations will be provided to the applicant
58 within three business days of the meeting.
- 59 • In section I.v. the language “impossible to implement” will be changed to
60 “impracticable.”

61
62 Vice Chair Davis indicated some concern with the language under the Building Design
63 section that requires consideration of adjacent structure architecture when determining
64 the design of the new building. He stated there are some building styles in the Corners
65 that we may not want to emulate.

66
67 The Commission agreed that it was the function of the Design Review Committee to help
68 create the cohesive character of the district desired by the ordinance. Planner Johnston
69 stated she would review that section and will have some potential changes at the next
70 meeting.

71
72 Planner Johnston then asked the Commission if they thought the ordinance was ready
73 for a March 8th public hearing. Chair Corfman felt the draft ordinance should move
74 forward to the public hearing and the Commission agreed.

75
76 Discussion was had about notifying the property owners within the Corners Business
77 District and Vice Chair Davis asked about including properties within 300 feet. Planner
78 Johnston stated she would work with the Planning Assistant Miller and Clerk Beutel to
79 send out the notices.

80
81 Mr. Eavey wanted to confirm the process following the public hearing. Planner Johnston
82 stated the Planning Commission can forward the ordinance to the Township Board with
83 a recommendation of approval the night of the public hearing. Or, if additional changes
84 are needed based on public comment, the Commission can wait and review the ordinance
85 again at their next meeting. Once the ordinance is sent to the Township Board, they will
86 hold a review meeting and then 1st and 2nd reading of the ordinance, where public
87 comment can also be given. The Township Board also has the option to send the

88 ordinance back to the Planning Commission for additional changes if they think they are
89 needed.

90
91 Hearing no further comments from the Commission, Chair Corfman moved to
92 Commissioner Comments.

93
94 **COMMISSIONER COMMENTS**

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96 Chair Corfman stated there is no ZBA meeting again this month.

97
98 Treasurer Roberts let the Commission know that the property owner from The Marshes
99 most affected by the PUD amendment requested at the last meeting came into the office
100 to find out the results of the application. The owner indicated concern with the requested
101 changes and did not want to see a 75-foot front yard setback. The applicant gave the
102 impression at the meeting that this neighbor was totally onboard with the requested
103 change, which was not the case. Planner Johnston stated she received an email from
104 AVD asking if there is an appeal process of the Commission's decision. She informed
105 them, after consultation with the Township Attorney, that the next step would be an appeal
106 to circuit court.

107
108 Treasurer Roberts gave an update on the Stogies and Bogies business proposed by
109 Louie's Corner Bar. They decided to apply for a liquor license for the new business. The
110 Township has two new licenses available based on the recent Census. Planner Johnston
111 stated their liquor license application indicated an outdoor patio area. Superintendent
112 VanderWiere is reaching out to let them know they will need to apply for special exception
113 use approval from the Commission for an outdoor patio.

114
115 Hearing no further Commissioner comments, Chair Corfman moved on to citizen
116 comments.

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118 **CITIZEN COMMENTS**

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120 Chair Corfman asked if there were any citizens interested in speaking. There were none
121 so he asked for a motion to adjourn.

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123 **ADJOURN**

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125 **Motioned by Mr. Matson seconded by Vice Chair Davis, to adjourn the meeting. The**
126 **motion carried unanimously.**

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128 The meeting adjourned at 6:37p.m.

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130 Submitted: Approved: