



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**

18  
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)**

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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 8<sup>th</sup> 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 1<sup>st</sup> and 2<sup>nd</sup> 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.

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94 **COMMISSIONER COMMENTS**

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

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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.

122  
123 **ADJOURN**

124  
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: