

Columbia Township Planning Commission Meeting Minutes

Tuesday, March 12, 2019, 7 p.m.

Location of meeting: Columbia Township Hall

Call to Order

Meeting called to order by Chairperson Elrod at 7 p.m.

Pledge of Allegiance

Roll Call

Present: B. Sherrer, C. Case, D. Marcelletti, L. Miller, L. Elrod

Absent: None

Approval of Agenda

It was moved by D. Marcelletti to approve the agenda. The motion was supported by L. Miller.

Ayes - All, Nays – None

Approval of Previous Minutes

It was moved by C. Case to approve the minutes as presented. The motion was supported by

D. Marcelletti

Ayes - All; Nays – None

Public Comment

D. Marcelletti discussed Casco Township's process for approval of a party barn. He attended a public hearing on the issue. L. Elrod asked if D. Marcelletti obtained a checklist from the Casco Planning Commission for their approval/disapproval process. E. Elrod mentioned that a checklist is used by the Board of Appeals and indicates that having the checklist makes it easier for boards to make decisions. P. Marceletti mentioned that the problem we have in this community is that members of the community want to keep personal property very separate from business property.

M. Lukens mentioned that there was a notice for public hearing in the South Haven Tribune of this week for a public hearing on February 26th for a special assessment on North Lake. B. Sherer will let the Township Board know.

D. Marceletti asked if we have a budget. B. Sherer said it is in the works.

New Business

Review draft text amendment – ZBA 6.03 & add 6.04 (re-number)

Discussion about the text amendment included a direction to the Zoning Administrator to remove the “t” in “meet” in section 6.03 B and move forward with scheduling the public hearing.

Old Business

Master Plan update / review Section 5

The commission completed a work session to review Section 5. C. Case and L. Elrod will make edits and present the Section 5 for approval at the next meeting. L. Elrod indicated that we will begin editing Section 6 at the next meeting.

Other business that comes before the board

B. Sherrer requested a discussion about the annual calendar. She indicates that the Township Supervisor is concerned about the doors being unlocked if B. Sherrer is not available for our meetings. Since our annual calendar is set, we will vote on this next year.

Communications Received

Printed email from Stacey. See attached (Appendix A). We are unsure why this was provided to Planning Commission members.

Reports

Zoning Administrator Report

See attached (Appendix B).

ZBA Representative Report

C. Case indicated that the ZBA set annual calendar in January and discussed the text amendment proposal presented earlier.

Township Board Member Report

B. Sherrer attended a Capital Conference. She and other township representatives learned about the marijuana laws. She indicated that the Board is going to opt out of business-related activities around recreational marijuana. She also indicated that a public hearing is coming up on a special assessment and the township board has been focused on the budget.

Public Comment

M. Lukens Ask if she could ask the Zoning Administrator if building permits have been issued

and who is charged for the time the Zoning Administrator takes to answer such questions.

Adjournment

It was moved by C. Case to adjourn at 8:22 p.m. The motion was supported by B. Sherrer.

Ayes - All, Nays – None.

Respectfully submitted by Christy Case, Secretary of Columbia Township Planning Commission

Minutes approved on April 9, 2019

Christy Case