

# Watson Township Planning Commission

February 2, 2016

## Regular Meeting Minutes

1. Call to order-  
Chairperson David Carter called the meeting to order at 7:00pm.
2. Pledge of Allegiance was recited.
3. Roll call and recognition of visitors-  
Present: Barb Wrobleski, David Carter, Bruce Bos, Chuck Andrysiak, Michelle Harris, Bev McKinnon, Troy Baker  
Absent: none  
Visitors: Kirk Scharphorn, Lori Castello and Pam Brown
4. Approval of Minutes- motion made by Chuck to approve the minutes. It was seconded by Troy. All approved.
5. Public comments or communications concerning items not on Agenda- none
6. Approval of Agenda- There was a motion made to approve the agenda after switching old business and new business by Bev; seconded by Bruce.
7. New Business
  - a) Kirk Scharphorn and Lori Castello presented PCI (Professional Code Inspection) their services options for us because we no longer have a Planning Consultant.
    - Recommended hiring a Planner for larger commercial type requests.
    - They can collect applications and fees for permits, site plan reviews and special use permits (SUP).
    - Provide a memo with researched information to guide our decision making process.
    - Master Plan updating of statistics and census information, but not a total rework of it.
    - Their fees are about half of what a Planner would charge. They would charge \$50/hour for a meeting but no mileage fees.
    - Mailings to property owners would be charged by the hour.
    - Minor changes to ordinances; not develop new ones.
    - Phone/in person consultations would be free of charge.
    - Tim Johnson from Wade Trim Co is their recommendation for a Township Planner.
  - b) Annual review of gravel pits-
    - Kirk informed us of the current status of all the gravel pits in the township. Four pits have SUP still open.

- In reference to Don Johnson's pit on 120<sup>th</sup> ave, he suggested we revoke the permit per ordinance stipulations. There has never been any activity there.
- The Allegan Sand & Gravel pit will continue to operate as planned. In the spring they need to seed an area.
- R Smith & Sons and Langlois are both operating in good standing.
- PCI will attempt to do inspections in the spring. Also letters will be sent by them requesting updated bonding and insurance documentations. Other pits that exist were "grandfathered" so bonding and insurance requirements don't apply unless they go beyond their original footprint.

c) Elections-

- Chairperson- Troy nominated Michelle. Dave seconded it. Roll call- Troy, yes; Chuck, yes; Michelle, yes; Dave, yes; Bruce, yes; Barb, yes; Bev, yes.
- Vice-Chairperson- Michelle nominated Troy. Bev seconded it. Roll call- Troy, yes; Chuck, yes; Michelle, yes; Dave, yes; Bruce, yes; Barb, yes; Bev, yes.
- Secretary- Barb nominated Bruce. Troy seconded it. Roll call- Troy, yes; Chuck, yes; Michelle, yes; Dave, yes; Bruce, yes; Barb, yes; Bev, yes.

d) Meeting dates for the ensuing year- March 23, April 27, June 22, July 27, Sept 28, Oct 26, Dec 7, Feb 1, 2017; no meetings in May, Aug or Nov

e) Review summary of Watson PC activity 2016- Michelle read the summary of all the meetings and a copy will be placed in the township records.

f) Budget- the By-laws state that budgeting be done in February. We reviewed what we had spent the prior year and the following is our recommendation to the township board for the upcoming year:

- Salaries- \$3250 (\$400/meeting eight times plus extra; \$3000 previously)
- Professional services- \$2400 (\$3500 previously)
- Publications- \$1100 (\$215/printing; \$150 previously)
- Zoning administration service- \$300 (\$300 previously)

g) Chuck attended a meeting at the Kalamazoo Water Shed Council- he shared that we could invite them in for a presentation on how townships can protect their water supply. He said it was very interesting and would be worth inviting them. We talked about opening it up to other townships too.

8. Old Business-

- a) Jaeger's site plan review update- Dave noted that he did receive their final plans and signed off on them. They hadn't yet pursued the building construction because of the season.
- b) Updating site plan review fees- based on hearing our discussion of the budget, Kirk made suggestions for SUP and site plan review fees. Pam Brown, our supervisor made note of it and will bring it before their board again.
- c) Master Plan public hearing date- April 27, 2016
- d) Alan Hendrickson's property- he told Dave he would email the township indicating that he is not opposed to rezoning of his property on 116<sup>th</sup> ave between 20<sup>th</sup> and 21<sup>st</sup>.

A motion was made to adjourn the meeting at 9:21 pm by Michelle; seconded by Bev.

Submitted by,

Michelle Harris  
Watson Township Planning Commission Secretary