

***Vergennes Township  
Planning Commission Meeting Minutes  
September 11, 2006***

*Draft Until Approved*

A meeting of the Vergennes Township Planning Commission was held on September 11, 2006 at the Township Offices. Chairman Jernberg called the meeting to order at 7:05 pm. Also present were Commissioners Gillett, Makuski, Mastrovito, Medendorp and Nauta. Township Planner Kilpatrick and Township Administrator Vandersloot were also present.

**Motion** by Nauta, seconded by Makuski, to approve the minutes of August 14, 2006. All approved.

**Motion** by Gillett, seconded by Nauta, to approve the agenda as presented with item number five to be tabled until October 2, 2006. All approved.

**1. Private Road – Forestland Holdings, LLC – Cumberland Woods**

Kilpatrick reviewed his memo dated 9/11/2006 regarding the revised plans submitted for a private road. He noted concerns regarding the intersection, road width to accommodate fire trucks and the radius of the curve. Also, a maintenance agreement has not yet been provided except for a disclosure statement group.

**Motion** by Nauta, seconded by Gillett, to table this item until October 2, 2006. All approved.

**2. Pawsitive Canine Training Center – SEUP – Liz Fahnenstiel**

The Site Plan was distributed to the Planning Commissioners. Kilpatrick stated he did not receive the packet mailed to him prior to tonight's meeting. Fahnenstiel stated she had received permits for the driveway approach, septic and well. There was discussion about the existing building exterior and possibly only needing to change the front of the building versus the front and sides. She noted that the front exterior would be barn wood or store bought hardwood. There will be an overhead garage door (sliding) if needed, but customers will use the barrier-free entrance on side of the building. There will be 120' – 120' fenced in area to be used for agility training.

Makuski asked for more detail of the proposed exterior material because of the other facilities going in within that area and wants to make sure it will all work together. Makuski also asked for more details of what is going to be wood, and noted the Planning Commission had not approved the wood yet. It was also noted that the building is a standard metal building.

Fahnenstiel said the exterior wood color will be blue and will submit more details of the façade.

Kilpatrick said this SEUP will require a public hearing and can be scheduled for next month provided the missing items are submitted. Items missing from the site plan include lights and signage. Kilpatrick stated that he will review the site plan in time for the October 2, 2006 Planning Commission meeting in order to make a decision at that time.

Vandersloot stated that Fahnenstiel has also filed an application for the Zoning Board of Appeals, but the Township Board can approve special exception use permit variances/waivers with Planning Commission recommendation so she would not need to go to the Zoning Board of Appeals. The 80% rule needs to be addressed regarding the metal sides of the building and the front as both sides face residential, the parking lot is to be crushed gravel (ordinance states the driveway must be dust free).

Makuski suggested milled blacktop versus crushed gravel.

**Motion** by Makuski, seconded by Gillett, to schedule a public hearing for October 2, 2006. All approved.

**3. Comprehensive Plan Update Review – Jay Kilpatrick**

Kilpatrick said the purpose of the discussion on Thursday night was to present to the property owners in the white space area an explanation of the Purchase of Development Rights program.

The purpose of the memo from Kilpatrick is to provide a summary of the changes made to the Vergennes Master Plan. The language in yellow is what has been updated from last week. Kendra Wills talked about the PDR program and made suggestions to get residents interested.

Kilpatrick said the next step in the Master Plan update, if the Planning Commission agrees, is to recommend that the Township Board send out a copy of the new language with the PDR wording that is needed for the program to surrounding Townships, and allow 90 days for comments. The comments will be submitted to the Planning Commission for further review. After that time a Public Hearing will be held for comments and adoption of the update.

If someone is interested in the PDR program, they will be eligible for funding from the county. The document being sent out for review should be marked “DRAFT.”

**Motion** by Gillett, seconded by Medendorp, to make a recommendation to the Township Board that a DRAFT of the PDR be sent to surrounding Townships for the review period of 90 days as the state act requires.

**4. Ordinance Amendment Discussion (Historical Districts Commission)**

It was brought to the attention of the Township Board that the Historical Districts Commission has not been meeting as often as the ordinance requires.

Gillett said the HDC was formed a long time ago and the “must meet” requirement was necessary to get funding. He said that is not the case any longer and the ordinance should be updated to eliminate or change the “*must meet*” statement in the ordinance.

Kilpatrick recommends making the HDC a stand-alone ordinance and not be part of the zoning ordinance. He will put together the documentation for the Planning Commission to review and then hold a public hearing.

**5. Marsha Wilcox – Discuss Citizen Planner Online Class**

Tabled until October 2, 2006

**6. General Public Comment Time**

None at this time.

**Adjourn Regular Scheduled Meeting**

**Motion** by Nauta, seconded by Medendorp, to adjourn at 8:18 PM

Next meeting October 2, 2006

Respectfully Submitted by,  
Cindy Sullivan  
Recording Secretary

