

**ROSS TOWNSHIP
PLANNING COMMISSION
MINUTES
September 24, 2018**

CALL TO ORDER/PLEDGE

Pierce called the regular meeting of the Ross Township Planning Commission to order at 7:00 p.m. at the Ross Township Hall.

ROLL CALL

Present: Mike Bekes
Mark Markille
Greg Pierce
Sherri Snyder

Absent: Chairperson Lauderdale
Victor Ezbenko
Russell Fry

Also Present: Kelly Largent, AGS – Township Zoning Administrator
Bert Gale, AGS – Township Zoning Administrator
Rebecca Harvey – Township Planning Consultant

Snyder moved that Pierce serve as Acting Chairperson in the absence of Chairperson Lauderdale. Markille seconded the motion. The motion carried unanimously.

Acting Chairperson Pierce welcomed Planning Commission member Mike Bekes, recently appointed to the Township Board and joining the Planning Commission as the new Township Board liaison.

APPROVAL OF AGENDA

The agenda was approved as presented.

APPROVAL OF PRIOR MEETING MINUTES

The Commission proceeded with consideration of the **August 27, 2018** regular Planning Commission meeting minutes. Snyder moved to approve the minutes as presented. Markille seconded the motion. The motion carried unanimously.

NEW BUSINESS

Acting Chairperson Pierce stated that no New Business is scheduled for consideration.

UNFINISHED BUSINESS

1. Article 15 – Maximum Lot Coverage Requirement (% of Rear Yard) – applicable to Accessory Buildings

Acting Chairperson Pierce noted that lengthy Planning Commission discussion was held in August regarding the intent of the ‘rear yard’ lot coverage standard and how the ‘yard’ definitions are applied to through lots, corner lots, waterfront lots, standard lots and vacant lots.

Following Commission discussion, Harvey was directed to provide draft text that would set forth the following for review in September:

- clarify that both maximum lot coverage and maximum rear yard coverage requirements apply to accessory buildings;
- clarify that only that portion of the accessory building located within the rear yard is counted in calculating % rear yard coverage, and,
- include a diagram that reflects both ‘yards’ and ‘lot lines’ as they apply to corner, through, waterfront, standard, and vacant lots.

Harvey referenced the draft text provided dated September 24, 2018 and highlighted the proposed changes intended to address the identified issues.

Planning Commission review of the draft text ensued wherein the following conclusions were noted:

- the existing definition of ‘lot coverage’ in Section 2.2 adequately clarifies that accessory buildings located within rear yards count toward the total lot coverage calculation;
- the proposed addition of Note #15 to Article 15 adequately clarifies what portion of an accessory building is counted in calculating % rear yard coverage;
- the addition of 18.4 E.2. provides adequate guidance in approving the location of an accessory building on a vacant lot;
- the proposed text changes adequately address the identified questions/issues.

Harvey noted that the diagram desired to include in the Ordinance to illustrate the ‘yard’ definitions will have to be ‘custom made’ and that she is currently obtaining cost estimates for its preparation. She noted that such a diagram could likely be ready for Planning Commission review in October.

Markille noted that careful review of the diagram will be in order to ensure that it accurately reflects the 'yard' definitions . . . or if modifications to the 'yard' definitions might be necessary.

Harvey was directed to complete the necessary work on the 'yard' diagram for inclusion in the draft text for review in October.

2. Master Plan Update

Acting Chairperson Pierce reminded that the recommendation of the Master Plan Review Committee and the proposal received by Harvey for a minor update to the Plan were recently approved by the Township Board. He noted that, accordingly, Harvey was authorized to begin work on the update.

Harvey reported that, per the proposal Timeframe, she has initiated the update of the Existing Conditions. She noted that Meeting 1 is scheduled to be held in Month 3 (October) and will include the presentation of the updated Existing Conditions and Assets & Opportunities information.

3. Discussion – RT/RC Resort/Recreation District

Acting Chairperson Pierce noted that in August Harvey was directed to have a rendering (drawing) prepared that would illustrate how the application of the design standards of the proposed RT/RC District might look on a parcel . . . similar to what was prepared in the review of the C-1 Bay Commercial District.

Harvey reported that she has been in contact with the firm that prepared the previous rendering and is currently working with them in the development of the requested illustration for the RT/RC District. She stated that completion in time for the October meeting is anticipated.

Acting Chairperson Pierce reminded that the Planning Commission had expressed support that the draft RT/RC District, accompanied by the requested district rendering, be moved first to a public discourse forum before a public hearing is scheduled.

4. Watershed Protection Strategies

Acting Chairperson Pierce noted that the matter continues to be 'on hold' at this time.

5. Sign Ordinance

Acting Chairperson Pierce noted that the draft sign ordinance remains 'on hold'.

REPORT FROM TOWNSHIP BOARD

Bekes provided updates on the following Township Board matters:

- Road Update – 2018 work is completed; all road work is scheduled to be completed in 2019; the road project will be completed in 2 years instead of the scheduled 3 years.
- Law Enforcement – the contract has been re-signed ~~for a 60-day period, to be reconsidered after the election.~~ **with the ability to be cancelled with a 90-day notice.**
- Meeting Protocol/Code of Conduct – there is Township Board consensus on the need for meeting protocol; there is a desire to be 'best in class' regarding the conduct of meetings and communication; the matter will be studied in committee after the election.
- Recreational Marihuana – the Township Board has determined to 'opt out' of allowing recreational marihuana facilities in the Township in the event the ballot proposal passes in the upcoming election; the necessary ordinance is being prepared.
- Town Hall Meetings – will be considered after the election.

REPORT FROM ZONING BOARD OF APPEALS

It was noted that the Zoning Board of Appeals did not meet in September.

PUBLIC COMMENT

No public comment was offered.

MEMBERS, CONSULTANTS, ADVISORS

Snyder inquired if the annual joint meeting between the Township Board and Planning Commission would again be scheduled for November.

Snyder also expressed growing concern for the increasing vehicle/pedestrian conflicts during peak traffic hours in the area of M-89/38th Street.

Bekes expressed support for an earlier suggestion for a projector in the Board room. He stated a willingness to take the request to the Township Board.

ADJOURN

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Respectfully Submitted,
Rebecca Harvey, AICP, PCP
Township Planning Consultant