

Norwood Township Planning Commission Meeting  
Meeting Minutes  
March 12, 2018 Approved Minutes  
Norwood Township Hall

**Call to Order** – Meeting called to order at 7:00 P.M.

**Pledge of Allegiance** – by all present

**Roll Call** – Doyle-present, Kolka-present, Warner-present, Vermeesch-present, Reibel-present

**Approval of Agenda-** Doyle asked for the Agenda to be amended to add a discussion of Short Term Rentals to New Business. **MM by Warner to approve the agenda as amended, 2<sup>nd</sup> by Reibel. Motion carried to approve Agenda 5-0**

**Conflict of Interest** – none noted.

**Public Comment** –

Norwood Township resident Paul Grapp asked to address the Planning Commission on the Medical Marijuana Moratorium and asked if they would consider lifting for Norwood Township. He said there is interest as a grower and in an industrial atmosphere to sell as bulk as there are licenses held in the area. He felt it should be able to be grown in an agriculture zone. PC told Mr. Grapp this is something that needs to be addressed to the Township Board so he was told to contact the Board about presenting something at their next meeting on Monday March 19, 2018.

**Approval of February 12, 2018 Meeting Minutes** – **MM by Warner to approve the minutes as presented, 2<sup>nd</sup> by Reibel. Motion carried to approve Minutes 5-0**

**Zoning Administrator’s Report** – Presented to the PC by Acting ZA Leslie Meyers and is also available on the Township web site.

**New Business** –

Northern Explorers Child Development Center Site Plan Review presented by Rachel McDonough-Grogan and Andrea Roloff. They have presented applications for a Site Plan Modification, Fence Permit Application and Sign Permit Application for their proposed Child Development Center in the old Gruler’s Building at 5475 US 31 S., Charlevoix, MI . There was a letter of support and recommendation from neighboring businesses Mike’s Glass and South Point Collision. Roloff & Grogan stated they are working with Performance Engineers to design a new septic system that will be required before the State will approve the license and they felt there is a real need in the area for this type of business.

Discussion amongst the Planning Commission on the presented applications. Acting ZA recommends the application to modify the current site plan be approved as all requirements

appear to be met. There was concern by some PC members that this business did not comply under the Commercial/Industrial zoning because Childcare/Daycare is not specifically listed in the ordinance but most members felt it could be categorized as a Professional Service in the Commercial District. Meyers stated she was just accepting the application as a site plan modification not a Special Use. Meyers stated the PC has three options, Deny applications, table until additional information is submitted or approve on conditions contingent to the purchase, ie. inspections by Building department, Health department and licensing.

**Motion made by Warner to approve the application for the Site Plan Modification and Fence Permit application as presented contingent on the inspections and purchase of the building, 2<sup>nd</sup> by Reibel. Motion carried to approve 4-1.**

Discussion on Sign Permit application. Grogan & Roloff stated they do not wish to change the dimensions of the sign on the building they are only requesting to change the verbiage in accordance with their business.

**Motion made by Kolka to accept the same sign dimensionality as stated in the Sign Permit Application and shall not exceed original signs dimensions, 2<sup>nd</sup> by Warner. Motion carried to approve 4-1.**

Short Term Rental Discussion. Doyle stated there was a Pre-Application meeting with the residents of 77 Lakeshore Dr., Norwood Township. It was stated there is legislature pending on this subject but this is being reviewed based on a non-change basis. Meyers stated she will set up a Public Hearing for the April 9, 2018 PC meeting. Vermeesch stated he will send out information he has on considering the S.U.P.

**Old Business –**

Ongoing Ordinance Update Review. Meyers went over some updates she wants the PC to review and Doyle asked the PC to review the information for the April meeting.

Meyers addressed the issues the PC is having with their new emails and how they cannot open the documents if they have an Apple device. Supervisor Ridenour was at meeting and he stated he will contact the email provider to see if there is a solution for this.

**Announcements & Correspondence – None**

**Next Planning Commission meeting will be April 9, 2018 at 7:00pm at the Norwood Township Hall**

**Public Comment – None**

**Meeting Adjourned at 8:55 p.m.**

Submitted by Shari M. Jones, Recording Secretary