Norwood Township Planning Commission Meeting
Meeting Minutes
May 11, 2020 Approved Minutes
Zoom Virtual Meeting due to COVID-19

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

Pledge of Allegiance – by all present

Roll Call – Member Reibel-present, Member Dotson-present, Chairman Kolka-present, Vice Chairman Vermeesch-present, Secretary Warner-present. Planner Ruben Shell also present.

Approval of Agenda- MM by Reibel to approve the agenda, 2nd by Warner. Motion carried 5-0

Conflict of Interest – none noted.

Public Comment – None

Approval of April 13, 2020 Meeting Minutes – MM by Warner to approve April 13, 2020 Meeting Minutes, 2nd by Reibel. Motion carried to approve Minutes 5-0.

Zoning Administrator’s Report –
Read by Planner and available on Township Web Site. ZA explained the Hohl building situation regarding the Zoning Permit more in depth and this will be covered later in the agenda. Warner also commented on AM Mfg LLC S.U.P. conditions status and pass on information to ZA Overton.

Old Business –
Master Plan Update –
Review of scope, schedule and budget. Survey was reviewed and discussed on whether a new updated survey should be sent out to Norwood Township Residents. All PC members agreed that a newly revised survey should be sent out. Vermeesch felt there were some questions that could be removed as they are no longer relevant and agreed with Dotson stating some questions on the survey should have a remarks section so the Township Residents can give opinions to the PC. Kolka will discuss the updated Master Plan budget with Supervisor Ridenour before starting the revisions.

Discussion on how the Township Zoning Map should be updated so it is easier to read and review on the web site. This issue will be put on the June 8, 2020 PC Meeting Agenda. Warner stated he feels that $1,100.00 would be a reasonable fee for the Master Plan update and will discuss with the Township Board. Planner Shell will get the information for the Master Plan updates to the Township Board and PC prior to the June 2020 meetings.

Review PC Budget–
PC asked for copy of 2019-2020 Township Budget and Jones stated she would get a copy to the PC prior to the June meeting. Kolka and Warner encouraged PC Members to take advantage of the Education budget for the PC.
New Business –
Officer Elections will take place at the June 8, 2020 PC meeting.

Hohl Zoning Permit-
Discussion with ZA on issuing permit to Tim Hohl at 04435 Lakeshore Dr., Charlevoix, MI. Hohl stated he has full intent to build home within 18 months. The home will have an attached garage with living space above the garage and this home will be owned and used by the applicant. ZA states all requirements of application have been met and intends on issuing the permit. PC stated they appreciated the information that was provided and supported the decision of the ZA.

Wagner Re-Zoning-
The application for re-zoning was reviewed. Currently property is in R-1 Low Density Residential and the applicant wishes it to be rezoned to Agriculture use as he wishes to put up a hay crop to feed his farm animals. ZA will review with Planner to get all information needed to change and a Public Hearing will be set at the June 8, 2020 PC Meeting.

Communications –
St Mary’s Cement sent their annual Mining Map which is a requirement for their S.U.P. The map will be posted on the Township web site. Warner just reiterated that AM Mfg LLC needs to be followed up on by the ZA.

Next Planning Commission meeting will be June 8, 2020. The meeting site will be posted on the Township Web Site when it is determined what COVID-19 protocol will be at that time.

Public Comment –
None

Meeting Adjourned at 8:14 p.m.
Submitted by Shari M. Jones, Recording Secretary