Call to Order/Pledge of Allegiance/ Welcome

Roll Call

Approval of Agenda

Conflict of Interest

Public Comment

Approval of Previous Meeting's Minutes: October 8, 2018

Zoning Administrator’s Report: October 2018

New Planning Commission Business:

Old Planning Commission Business:
  • Review Zoning Ordinance corrections – make recommendation

Announcements and Correspondence

Public Comment

Adjourn

The Planning Commission regularly meets on the second Monday of each month except on Holidays at 7:00 p.m. at the Norwood Township Hall.

The next Planning Commission meeting will be on December 10, 2018.
Norwood Township Planning Commission Meeting  
Meeting Minutes  
October 8, 2018 Draft Minutes  
Norwood Township Hall

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

Pledge of Allegiance – by all present

Welcome – Kolka wanted to let everyone know that former Township Supervisor Frank Hamilton passed away and wanted to mention what a great asset Frank was to Norwood Township.

Roll Call – Reibel-present, Overton-present, Kolka-present, Warner-present, Vermeesch-present.

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

Conflict of Interest – none noted.

Public Comment – Township Supervisor David Ridenour asked the PC to welcome new Member Steve Overton. Steve is a Norwood Township resident who is a West Point Graduate and a retired attorney. Ridenour stated he felt Mr. Overton would be a great asset to the Planning Commission.

Approval of September 10, 2018 Meeting Minutes –  
MM by Warner to approve September 10, 2018 Meeting Minutes, 2nd by Vermeesch. Motion carried to approve Minutes 5-0.

Zoning Administrator’s Report – Read by Bob Dutcher. Report also on web site.

Public Hearing for Zoning Ordinance re-write opened at 7:10 p.m.  
Planner Leslie Meyers explained to the public attendees the steps the PC has taken to rewrite the ordinance and the background behind it. Meyers handed out a list of highlights of the Ordinance updates.

Claire Rasmussen, Norwood Township Resident, stated she had several issues she wanted to point out and suggest for the PC to review. These included the following items:

- Section 3.28 regarding animals being removed and the Right to Farm Act for direction on the keeping of animals
- No reference to livestock in Rural Residential
- Category of fences and whether a permit is required
- Tipp of the Mitt recommendations regarding limiting impervious services to 15% maximum and adding wetland permits in to site plan sections

Rasmussen thanked the PC for all their hard work on the Ordinance re-write.
Peggy Vermeesch, Norwood Township Resident, thanked the PC for all the hard work they put forth on the Ordinance re-write.

Public Hearing closed at 7:40 p.m.

New Business –
Consideration of Zoning Ordinance Re-write. Discussion by all PC Members.
Warner explained to the PC that the Short Term Rentals must be available in all districts of the Township as recommended by the Township Attorney. Cost of Special Use Permits and an Escrow account for S.U.P.s need to be addressed. Warner told the PC that the Township Board decided on a $1,200.00 Short Term Rental License Application fee will be charged for initial application and $250.00 annual renewal fee will be assessed.

Vermeesch asked Claire Rasmussen about what she was referring to regarding the fences.

Kolka would like to address Rasmussen’s concerns on the Right to Farm Act in Rural Residential zone and the Tipp of the Mitt Impervious Surface concerns.

Planner Meyers explained how she will address these issues

MM by Kolka to table the approval of the Ordinance re-write to the November 12, 2018 PC Meeting in order to address the public concerns, 2nd by Vermeesch. Motion carried 5-0.

Old Business – Discussed Short Term Rental Update under New Business

Announcements & Correspondence – None

Next Planning Commission meetings will be November 12, 2018 at 7:00pm at the Norwood Township Hall

Public Comment – Supervisor Ridenour said he was ok with the PC deciding to table the Ordinance re-write in order to address the concerns voiced during the meeting.

Meeting Adjourned at 8:25 p.m.
Submitted by Shari M. Jones, Recording Secretary
Norwood Township  
Planner

Memo

To: Planning Commission  
From: Leslie Meyers  
Date: 10/29/18  
Re: Ordinance Update

Please find below a list of the changes made based on the comments from the public hearing October 8, 2018:

- The Schedule of Regulations in Article 5 have been modified to reflect a maximum lot coverage of 15%, EXCEPT the Commercial District. It was reduced to 35% from 50%. Rationale: Commercial property is a limited resource and all property is located along US 31. Further, a commercial development will require stormwater and drainage review and plan as part of the site plan process.

- Article 3.28 has been returned to the ordinance as previously adopted.

- Article 6.01 was updated to include the language from Article 3.35 (G)(4). This addressed the requirement of wetland disturbances to be identified with proper permitting from the appropriate agency.

- Article 3.16, Fences, was modified to state that a zoning permit was required.

- Short-term rentals were added and /or deleted:
  - 5.01 (B)(11) Added -permitted uses
  - 5.01 (C)(5) Deleted - special uses
  - 5.03 (A)(4) Added – permitted uses
  - 5.03 (B) Removed – special uses
  - 5.04 (B)(9) Added – permitted uses
  - 5.04 (C) Removed – special uses

  I did not add it to permitted uses in the commercial district as Ordinance No. 2 of 2018 specifically states RESIDENTIALLY used properties. Should it still be necessary to add, we can easily make that change.

- Article 6.01 (G)(3) was modified to include language that allows the zoning administrator to require an escrow at the time of application.
Once the document has been finalized, the final formatting and table of contents will be completed. At that time, all page numbers shall be based on the chapter not the entire document.