

**WATERVLIET CHARTER TOWNSHIP  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
OCTOBER 10, 2023**

Present: Joseph Stepich, Joseph Pater, Colleen Curtis, Louis Nordell, Lane Blatchford.

Also Present: None

Acting Chairman J. Stepich called the meeting to order at 2:00 p.m.

Roll Call was taken.

The Minutes of the August 1, 2023 meeting were read. C. Curtis made a motion to approve the Minutes as read. L. Blatchford seconded and the motion carried.

**Short Term Rentals**

The first order of business from the agenda was the matter of Short Term Rentals. J. Stepich noted that Coloma Township has adopted an ordinance controlling STRs, he added, that mainly addresses the allowable number of occupants and parking. He asked the commissioners if Watervliet Township should consider such an ordinance. Stepich did note that he is not aware of any complaints regarding STRs in the township. J. Pater stated that he lives on the lake and that he hasn't heard anyone complain about them and has not witnessed anything worthy of a complaint either. Stepich said that without complaints, and it appears there are none, should the Planning Commission even be considering the matter? L. Blatchford suggested that, without any concerns or complaints specifically aimed at short term rentals, perhaps the Planning Commission should table the matter for the time being. The other commissioners agreed.

**Special Event Permits**

At the August meeting, the idea of requiring an Event Permit was first discussed. J. Stepich reiterated that the Township would be following the City's lead in requiring a permit that would impose certain controls or restrictions on businesses or organizations that wished to hold events within the township that do not necessitate the issuance of Special Land Use Permits. Stepich went on to say that an approximately 17 acre part of airport property was recently graded and finished and the area would be an ideal location for certain types of events. He added that, just for example, a farmers market would be ideal for that type of permit and added that, instead of waiting until next month's regular meeting, if anyone has any ideas or suggestions, that they could give those ideas to either him or Bob Lohr for inclusion into a draft document.

### Notification System

J. Stepich raised the issue of the Township adopting a notification system that would permit the quick dissemination of information via the internet. He added that he has researched the system and talked to several townships that currently use the system. He added that information technology people affiliated with those townships stated that they have heard of the program and use one that is very similar. Stepich noted that if Watervliet Township plans on participating in this program he would like to form a committee of Patt Bambrick, Linda Rizzo, and Marcia Van Drasek to provide oversight after implementation.

### Master Plan Update

The update of the Township's Master Plan was discussed. Stepich stated that the Commissioners have several options. They can either rubber stamp the existing Master Plan as good to go for the next five years or they can consider and discuss several goal objectives that have been obtained or eliminated. He cited, for example, that the development of industrial areas has been, essentially, obtained as all the parcels in the industrial park have been sold. He also noted that, through discussions with planning membership, there seems to be a general consensus that there is more than adequate senior services available in the area. It was suggested that the Planning Commission should reevaluate the goals and objectives of the Master Plan and pinpoint where the major growth areas in the township are.

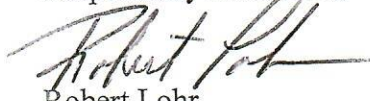
### Peddlers and Solicitors

J. Stepich commented on the last item of the agenda, that being a proposed requirement for peddlers and solicitors to obtain a Township permit in order to operate within the Township limits. He asked the Commissioners to think about the prospect of adopting that type of ordinance and what issues they would be most concerned about that would be addressed in an adopted ordinance.

With there being no further business before the Commission, C. Curtis made a motion to adjourn. L. Blatchford seconded and the motion carried.

The meeting was adjourned at 2:45 p.m.

Respectfully Submitted,



Robert Lohr

Zoning Administrator