

**WATERVLIET CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING
MINUTES
AUGUST 1, 2017**

Present: Colleen Curtis, Joseph Stepich, Kevin Schuhknecht, Scott McKee, Duane Bodfish, Glen Gianetti

Also Present: Natalie Dean, Charles Pater

Chairman Schuhknecht called the meeting to order at 2:00 p.m.

The minutes of the July 11, 2017 meeting were read. C. Curtis made a motion to approve the minutes as read. J. Stepich seconded and the motion carried unanimously.

Casey's General Store - Site Plan Review

Zoning Administrator R. Lohr stated that Casey's had submitted the information that was deficient on the original site plan submitted in July. Lohr presented copies of the lighting fixtures, locations and photometric profile planned for the site. Lohr pointed out that all the lighting fixtures were compliant with the Township's lighting ordinance, including the projected light spill not being in excess of .1 foot candles at the property line. Lohr pointed out that there is a small area along the M-140 frontage where the spill was a little over the limit but not to the point where he felt it would be a problem along a state highway. He also pointed out that the projected light spill on the east and north east property lines - the area he was most concerned with as this side of the property faces the Aspengren Subdivision - was 0.0, meaning there would be no over spill.

Lohr also stated that, in discussion with Casey's project managers, there would be, in addition to the three product sign illustrated on the site plan, a 100 foot high standard with sign for expressway traffic and that structure would be illustrated and detailed on the construction plans. They also said that the dumpster area, shown on the site plan but with no detail, would have a solid p.v.c. 6 foot enclosure around the entire perimeter and that that too would be shown in detail on the construction set of plans.

D. Bodfish noted that a resident who lives in the previously mentioned subdivision asked if the rumors were true that the project was going to be a truck stop. Other commission members noted that they had similar inquiries and all agreed that it should be made more public that this project is definitely not going to be a truck stop.

With that said, J. Stepich made a motion to recommend approval of the site plan for Casey's General Store, located at 3781 M-140. C. Curtis supported the motion. A roll call vote is as follows: S. McKee, yea; G. Gianetti, yea; C. Curtis, yea; J. Stepich, yea; D. Bodfish, yea; K. Schuhknecht, yea. Motion carried.

Master Plan Up-Date

J. Stepich opened the discussion by saying that he briefed the Township Board on the Planning Commission's progress on the Master Plan update at their July regular meeting. He told them that the Commission, through discussion, determined that because the Plan has not been comprehensively reviewed in quite some time that a mid-level update was warranted. He told the Board that Wightman and Associates did a quote of \$15,000 for that level of update. He added that the Township Board was not receptive to that price. He further said that the Township Board has scheduled an audit workshop and, if the Planning Commission could produce a schedule of what could be done in house and list elements of what would have to be outsourced with a price for each item, they would consider a mid-level update. K. Schuhknecht, addressing N. Dean, a planner from Wightmans, asked if they would be willing to assist the Township with the project in an ala carte capacity. Dean replied that they would be willing to help in any way the township needed.

Dean did suggest that the Commission, before entering into any substantive discussions, first read the current Master Plan. She said that parts of the plan, mainly the Goals and Objectives section, should receive greater attention than more academic areas. She also noted that the plan should be reviewed to correct archaic and obsolete information, and, illustrating that point, she noted a section stating; "This section cites an act that doesn't even exist anymore." She also made the suggestion that, perhaps, the Commission seek bids from other firms to see if the Commission could find a lower price for the same services Wightmans offered.

S. McKee said that he felt outside experts would provide more up to date and relevant information the Commission could use and, referring to the inside / outside approach, he said he was not really clear on what level of money could be saved. J. Stepich said that there are numerous facets that could be accomplished in-house. "We just need to decide what parts of the project we can do," he added. R. Lohr stated that from past experience with other Master Plan updates the Township was capable of performing much of the trench work, i.e. establishing goals and objectives, reestablishing zoning districts, and notification of adjoining municipalities of intent and public hearings.

G. Gianetti commented that maybe the Commission is "...putting the cart before the horse," explaining that instead of asking for \$15,000, perhaps the Commission draft a plan first, then present that to the Township Board. J. Stepich supported that suggestion by stating that the commissioners need to justify the cost, and reiterated that much of the work we can do ourselves. D. Bodfish inquired, "Who's we? Were do these people get the experience to do this job? He added that, "The farther away we get from the plan the more it will cost."

N. Dean reiterated that, regardless of the task, Wightmans will perform the work and just bill by the hour.

K. Schuhknecht asked the Commission if public input should be gathered at the beginning of the process or further down the road. Stepich suggested that the commissioners, first, familiarize themselves with the plan then agree on goals and objectives that can be presented to the public. Through discussion, the Commission agreed that would be the planned course of action and agreed that a September meeting

should be conducted to begin the process of reviewing, discussing and drafting goals and objectives.

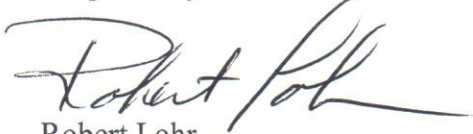
K. Schuhknecht then directed his attention to N. Dean. Schuhknecht stated to Dean that, regardless of the level of update, Wightmans would be utilized and the Planning Commission would be using their services. He added that it was only fair since Wightmans has had representation at every meeting since the beginning of the project and has answered questions and made suggestions without request for compensation.

C. Pater, addressing the Commission stated that the Township has numerous assets that, beyond the lake, should be promoted equally. He added that public input would be essential in completing a well drafted and comprehensive master plan.

With there being no further discussion or other business before the Commission, C. Curtis made a motion to adjourn. D. Bodfish seconded and the motion carried.

The meeting was adjourned at 3:40 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Robert Lohr", with a stylized flourish extending from the end of the name.

Robert Lohr
Zoning Administrator