

PLANNING COMMISSION DRAFT MINUTES

WEDNESDAY September 4th, 2024 @ 7:00 PM

Members in Attendance: Chris Marbach, Sandra Seanor, Meryl Christensen, Don DeLong, Todd Haberland, Richard Gates, Mike Mroczek and William Mahaney.

Members Absent: Shane Szalai

Chairman Marbach called the meeting of the Ontwa Township Planning Commission to order at 7:00 pm

Pledge of Allegiance: All rose for the pledge of allegiance.

Chairman Marbach welcomed everyone, stating that there was a quorum present.

Agenda: Chairman Marbach asked if there were any changes, corrections or additions to the agenda as presented. Chairman Marbach made a motion to amend the agenda and add Master Plan Distribution under Old Business. Motion to approve agenda as amended by Sandra Seanor, second by Todd Haberland. All in favor, motion carried.

Approval of August 7, 2024, Minutes: Chairman Marbach asked for questions or corrections. Hearing none, Richard Gates made a motion to approve minutes, Second by Meryl Christensen. All in favor, motion carried.

New Business:

Land Divisions: Paul Michelsen – 14-090-013-049-00

Paul Michelsen applied for a land division. He has a larger parcel that he wants to split into 2 parcels. Zoning Administrator Dawn Bolock said applicant came in to see her. It is a unique wooded property, and the township assessor reviewed and signed the form needed. After discussion motion made by Sandra Seanor to approve, second by Richard Gates. All in favor, motion carried.

Site Plan Review: 69981 Rolan Dr

Final application for a site-plan review was submitted. After reviewing, it was noted that all documentation was met. Plans corrected, and the applicant did what was asked of him. Discussion followed. Motion made by Todd Haberland to approve, second by Don DeLong. All in favor, motion carried.

Old Business: Master Plan Distribution: All members of the Planning Commission receive the Master Plan to review. Schedule attached. September 10th the Village will meet. The Williams and Works memo was discussed. A specific process needs to be followed to meet State Criteria. The process was discussed. Motion by Sandra Seanor that the Planning Commission is recommending that the Township Board authorize distribution of the draft Master Plan to the notice group as required by the Michigan Planning Enabling Act, Second by Todd Haberland. All in favor, motion carried.

Committee Reports: Sandra Seanor stated the Zoning Ordinance Review Committee met on August 27th to continue reviewing ordinances. Working on PUD, reviewing and making sure language is cleaned up and easier to read, in a different order, and easier to follow. Added graphs. Will take 2-3 more sessions to complete. Probably completed by the end of the year.

Public Comment: Roseann Marchetti mentioned the County Master Plan. She noted 725 surveys were sent in. Also, the Cass County Road Commission will have a Hazardous Waste Collection September 25th from 3-6. Jerry Marchetti said he talked to Marcy Hamilton, and we should have an update on the bike path by the end of September.

Announcements: None

Adjourn Meeting: Chairman Marbach adjourned the meeting at 7:19 pm.

Respectfully submitted:

Tina VanBelle,
Recording Secretary