

# Almont Township

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## ALMONT TOWNSHIP PLANNING COMMISSION REGULAR MEETING

July 11, 2018

The regular meeting of the Almont Township Planning Commission was called to order at 7:00 P.M. by Chairman Francis at the Almont Township /Village Hall, 817/819 N. Main Street, Almont, Michigan 48003. Roll call was taken.

**MEMBERS PRESENT:** Andrea Bara, Brad Bletch, Rick Dodge, Steve Francis, Kim Streeter, and Bryan Zender. Caitlyn Habben of ROWE Professional Services and Cory Mabery PE of Davis Land Surveying & Engineering were also present.

**MEMBERS ABSENT:** Mark Lauwers

**ALSO PRESENT:** Approx. 12 guests

**MINUTES: MOVED BY DODGE AND SUPPORTED BY STREETER, TO RECEIVE THE MINUTES FROM JUNE 13, 2018 AS PRESENTED. MOTION CARRIED.**

**CORRESPONDENCE:** Presented

**PUBLIC COMMENTS:** Mr. Mike Cicchini of 7120 Old Farm Trail inquired as to the progress at 4310 Van Dyke. Mr. Cicchini noted that the light fixture apparently had been fixed so that it no longer shined into his house. Mr. & Mrs. Anderson, also of Old Farm Trail, asked why STE was allowed to make improvements such as installing a paint booth, when the site work hadn't been completed. Chairman Francis noted that TDC/STE was on the agenda and further discussion would be held at that time.

**LATE AGENDA ITEM:** Commissioner Streeter asked that a proposed Contingent Approval Policy be added under New Business. Consensus of Commissioners agreed.

**INTRODUCTION:** Andrea Bara who was appointed by the Township Board to fill the vacancy left by Jesse Thompson due to his recent re-location to Florida was introduced. This term expires on 12/31/2019.

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**PUBLIC HEARINGS:** N/A

**NEW BUSINESS:** 1. CONTINGENT APPROVAL POLICY

**MOVED BY STREETER AND SUPPORTED BY ZENDER THAT WHEN GRANTING CONTINGENT APPROVAL UPON A PROJECT, THE PLANNING COMMISSION DOES NOT NEED TO GRANT ADDITIONAL APPROVAL AS LONG AS THE CONTINGENT ITEMS HAVE BEEN SUCCESSFULLY ADDRESSED AND/OR COMPLETED PURSUANT TO THE TOWNSHIP ENGINEER. IF ANYTHING FUNDAMENTALLY CHANGES ON THE SITE PLAN THEN THE PROJECT SHALL RETURN TO THE PLANNING COMMISSION FOR REVIEW AND/OR APPROVAL. THE PLANNING COMMISSION ALSO GRANTS THE PLANNING COMMISSION CHAIRPERSON THE AUTHORITY TO SIGN THE APPROVED PLAN(S) ON BEHALF OF THE PLANNING COMMISSION ONCE THE TOWNSHIP ENGINEER RECOMMENDS APPROVAL OF THE PLANS. MOTION CARRIED.**

**OLD BUSINESS:** 1. HOWLAND ROAD CONDOMINIUM

Engineer Mabery excused himself from the table noting that his firm had been responsible for the surveying of the property in question.

Mr. Sal Pansera, owner and developer, and Engineer Mabery noted that the proposal was for 5 single-family dwellings that would be a one-story structure and not a multi-family structure. The parcels would have on-site septic's and wells and each of the 5 parcels would have direct driveway access off of Howland Road.

Commissioners asked if open space development on the remaining 30 acres would be considered. Engineer Mabery noted that due to the County drain and the soil, it could be a possibility.

**MOVED BY STREETER AND SUPPORTED BY ZENDER TO GRANT APPROVAL TO APPLICATION 18-04 FOR HOWLAND SITE CONDOMINIUM SITE PLAN RECEIVED JUNE 29, 2018 FROM DAVIS LAND SURVEYING & ENGINEERING, PC CONTINGENT UPON RECEIVING ALL APPLICABLE PERMITS FROM THE LAPEER COUNTY HEALTH DEPARTMENT. MOTION CARRIED.**

2. TDC/STE UPDATE

Mr. John Miller, Attorney at Law, was present representing his clients TDC/STE. Mr. Miller updated the Planning Commission on the changes his clients have made in the recent weeks. Mr. Miller noted that the shields had been added to the LED exterior lights attached to the west side of the building and that the maple trees had been planted in the rear of the property. Stacking of equipment and been attended to and removed. Mr. Miller noted that the hours that were agreed upon 7 am to 7 pm have not been violated. The KNOX boxes have been installed and an inspection of the same will be scheduled with the ATFD as soon as possible.

2. TDC/STE UPDATE CONTINUED:

Mr. Miller agreed that the site plan was not complete noting that the light poles in the front area still need to be installed along with finishing the parking area surface, curbs and gutters. The detention pond is completed unless this item is related to the curbs and gutters. Due to the expense of the items that still need to be installed and approved, Mr. Miller noted that his clients were requesting a 12 month extension.

Discussion was held by the Planning Commissioners. It was noted by the Commissioners that though much had been completed since Mr. Miller had been retained by TDC/STE, it was still disappointing to note that there seem to be a lack of progress on completing all the site work. Consensus of Commissioners agreed that TDC/STE failed to follow through on completing the site work that was agreed upon and felt that extending the time frame for another year was not going to get the work done as was promised last year when TDC/STE was granted an extension.

Chairman Francis expressed his concern on the lack of progress but also noted that he felt it was not the Planning Commissions desire to close down the business but instead assist them in obtaining site plan compliance. Chairman Francis suggested that instead of a 12 moth extension that the current extension that is scheduled to be end on August 1, 2018 be extended to August 8, 2018 which is the next scheduled meeting of the Planning Commission. Also discussed was if TDC/STE could clean up the site, get all of the landscaping completed and the pond approved minus the curb and gutters, than the Planning Commission might be open to granting a 6 month extension thereby allowing TDC/STE to work on getting the parking area paved, the curb and gutters installed as well as the pole lighting. It was also suggested that if TDC/STE could provide the Planning Commission with a copy of a contract with a paving contractor that too would be considered for extending the time frame to complete the site plan.

**MOVED BY ZENDER AND SUPPORTED BY STREETER TO EXTEND THE TIME FRAME FOR TDC/STE FROM AUGUST 1, 2018 TO AUGUST 8, 2018 AND PLACE TDC/STE ON THE AUGUST 8, 2018 PLANNING COMMISSION AGENDA FOR CONSIDERATION. MOTION CARRIED.**

3. MASTER PLAN UPDATE/REVISIONS

Planner Caitlyn Habben went over her July 2, 2018 report noting the changes made by the Village of Almont. Planner Habben noted that a 60 day review period was required prior to a public hearing. It was suggested that the public hearing be held in October 2018.

**MOVED BY DODGE AND SUPPORTED BY ZENDER TO RECOMMEND TO THE ALMONT TOWNSHIP BOARD THAT THE DRAFT MASTER PLAN AS PRESENTED BY ROWE BE ACCEPTED AND THAT A PUBLIC HEARING FOR APPROVAL OF THE REVISED/UPDATED MASTER PLAN BE SCHEDULED FOR SOMETIME IN OCTOBER 2018. MOTION CARRIED.**

Planner Habben noted that once the Village and Township agree on setting the public hearing for October, copies of the draft Master Plan will be forward to the surrounding communities.

OLD BUSINESS CONTINUED:

4. SOLAR ORDINANCE

Planner Habben noted that she would again contact Township Supervisor Bowman about having the Township's attorney review the document prior to holding a public hearing.

5. SUGGESTED TEXT AMENDMENTS

Planner Habben went through her July 2, 2018 proposed text amendments noting the proposed changes to Section 7.5 exterior lighting requirements; Section 2.14 measuring setback requirements, Section 8.7, Section 8.8 table of dimensional requirements, the definitions on "lot", "double frontage", "lot frontage (minimum)" and "yard". More discussion will be held at the August 8, 2018 PC meeting.

LATE PUBLIC COMMENT:

Mr. Richard Abasso was present noting that he wanted to inform the Planning Commission that he would be opening a tobacco shop in the Almont Plaza (4260 Van Dyke). When he is better situated financially, he will apply for special land use approval for a "smoking lounge".

**REPORTS:**

**Planner** – Planner Habben noted that ROWE Professional Services have hired two new planners to their staff.

**Engineer** – Written report submitted.

**Zoning Board of Appeals** – N/A

**Zoning & Building Report** – Building Department asked the Planning Commission not to waive the soil boring requirements as this is causing confusion with applicants when they are informed that the Building Code (Chapter 18) requires that soil testing results be submitted and they are under the impression that they do not have to provide soil boring test results because the Planning Commission waived them.

**Planning Commission – Process Guidelines** – N/A

**General Comments:** Commissioner Streeter noted that the Supervisor Bowman and ATFD Chief Smith continue to work on the Burning Ordinance.

**AUGUST 8, 2018 Agenda** will include: Updates from STE, Master Plan, Solar Farm Ordinance and proposed amendments to Zoning Ordinance.

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**MOVED BY STREETER AND SUPPORTED BY DODGE TO ADJOURN THE MEETING AT 9:21 P.M. MOTION CARRIED.**

Respectfully submitted by:

*Ida L. Lloyd*

Ida L. Lloyd, Recording Secretary