

Almont Township Planning Commission

Regular Meeting

July 13, 2022

The regular meeting of the Almont Township Planning Commission was called to order at 7:00 p.m. by Planning Commission Chairman, Andrea Bara, at the Almont Township/Village Hall, 819 N. Main Street, Almont, Michigan. Pledge of Allegiance was recited. Roll call taken.

Members Present: Andrea Bara, Steve Hoffa, Kim Streeter, Kevin Vallelunga, Jeremy Yarbrough, and Bryan Zender. Also present: Planner Caitlyn Habben from ROWE Professional Services.

Members Absent: Dennis Sweers

Present: 3 guests

Minutes: Moved by Streeter and supported by Hoffa to approve the minutes from June 8, 2022 meeting as presented. Motion carried.

Correspondence: None

Public Comments: None

Late Agenda Item: None

Introduction: None

Public Hearing: None

New Business: None

Old Business:

1. **Proposed text amendment to Article 6, Section 6.2L** – paved parking areas.
2. **Proposed text amendments to Article 6, Section 6.2.O** – Curbs and gutters.

Jason Ball from Rowe Professional Services recommended changing the wording in the current ordinance language if the Planning Commission wanted to avoid sending businesses to the Zoning Board of Appeals. The Planning Commission agreed that there have only been a few businesses that have went to Zoning Board of Appeals and there has not been enough to change the text amendments. If a business wants a variance, they have recourse by going to the Zoning Board Appeals. The Board was in agreement to make no changes to Article 6, Section 6.2L (paved parking areas) and Article 6, Section 6.2O (Curbs and gutters).

3. Proposed amendments to PC By-Laws & Procedures.

Site Visits – Adopted Version

- a. As a member of the Almont Township Planning Commission, members are encouraged to visit the site of the applicant that is being considered by the Commission keeping in mind the type of application being considered (rezoning, special land use, etc.). However little or no communication should take place between the applicant, neighboring property owners, or other involved parties during the site visit prior to the meeting of the full Planning Commission.
- b. Get Permission. If the applicant has signed the application granting site visit access to the members of the Planning Commission, individual Commissioners should contact the applicant to make specific arrangements for a site visit. Members who visit a site shall share their findings during the regular meeting of the Planning Commission.
- c. Go Alone. To avoid problems with the Open Meetings Act, visits should be made alone. Under extraordinary circumstances, if a visit by all members is necessary, the Open Meeting Act must be complied with, including proper notice and public attendance.

Attendance – Adopted Version

Planning Commission members are expected to attend all meetings of the Planning Commission. In the rare event a member cannot attend a scheduled meeting and desires to be excused, that person shall notify either the Recording Secretary or one of the Planning Commission officers no later than 6:00 p.m. of the day of the meeting. Failure to perform the duties of a Planning Commissioner for 90 consecutive days may result in the Township Board deeming a vacancy exists and appointing a new Planning Commissioner. Any Planning Commission member may choose to step off the Planning Commission at any time at their own request.

Motion by Streeter supported by Hoffa to approve the updates to the Planning Commission By-Laws addressing Site Visits and Attendance as presented. Motion Carried.

- d. **Parliamentary Authority** – All Planning Commission members please read over Article IX: Parliamentary Authority on their own and this will be discussed at the August meeting when Sweers is present. **Tabled until next month**

Reports:

Planner – Caitlyn is back from maternity leave.

Engineer – None

Zoning Board of Appeals – There are no upcoming ZBA meetings.

Zoning & Building Report – Heard updates from Ida Lloyd. Master Robotics is still waiting on administrative approval. Caitlyn will review Master Robotics site plan at the end of the meeting. Ida will discuss with the engineer Cory about addressing issues with United Lawnscape.

Planning Commission Discussion – Discussed the concern with Superior Contracting and the concrete pile they have to crush. Hoffa wanted to make sure that in the original Site Plan and Special Land Use application that it did not state that concrete crushing was allowed on the Superior Contracting site. That he was only going to have the one time crushing to use as a base for his parking lot, but not bring in any additional concrete to crush. Ida stated that she would talk to our engineer Cory Mabery to verify the wording on the Site Plan and Special Land Use concerning concrete crushing. Caitlyn stated that his Special Land Use would have to specifically state that he could crush concrete, otherwise it is not allowed.

Moved by Streeter and supported by Bara to adjourn at 7:30 p.m. Motion carried.

Submitted by Jenny Henige Recording Secretary