

**Ganges Township Planning Commission  
Special Meeting Minutes FINAL for November 14th, 2007  
Ganges Township Hall  
119<sup>th</sup> Avenue and 64<sup>th</sup> Street  
Fennville, MI, Allegan County**

**I. Chairman Gooding called the meeting to order at 7:00 PM**

**Roll Call:** Chairman Barry **Gooding** – Present  
Secretary: Jim **Birkes** – ~~Present~~ **Absent**  
Commissioner: Jackie **DeZwaan** – Present  
Commissioner: Sally **Howard** – Present  
Commissioner: Ed **Reimink** – Present  
Commissioner: Dawn **Soltysiak** – Present  
Board Trustee: Terry **Looman** – Present

**II. General Public Comment**

None

**III. Correspondence**

Chairman **Gooding** requested consent from the ~~Council~~ **Commission** to read written correspondence from **Grand Rapids Attorney Rhodes McKee** regarding the **DollyBrook Farm Family Resort** Planned Unit Development (**PUD**) Final Site Plan Denial Letter. The letter dated November 9<sup>th</sup>, 2007, from Attorney **Rhodes McKee** questioned the lack of written correspondence from the **PC** regarding the denial of the PUD Final Site Plan and Minutes from the October 23, 2007 **PC** meeting.

**Gooding** then read a letter from **Township Clerk, Cindy ~~Yunkers~~ Yunkers** dated November 1<sup>st</sup>, stating that the request for minutes, per the Freedom of Information Act (**FOIA**) including the Preliminary Minutes from the 10/23/07 **PC** meeting. Recording Secretary Ronda **Hall** assured the **PC** that the minutes from the 10/23/07 meeting were sent in accordance to the **FOIA** requirements.

**Gooding** then acknowledged receipt of a letter from Rob **Soltysiak** commending the Commission for their tenacity and diligence in preparing the proposed amendments for the Ganges Township Zoning Ordinance.

**IV. Business Session**

**A. Approval of Agenda**

Motion by **Howard** to approve the agenda for the Special Meeting of November 14<sup>th</sup>, 2007 with the addition of “correspondence” as requested above. Support by **Looman**. Motion carries.

**B. Old Business**

**1. Zoning Ordinance Amendments**

**a. Planned Unit Development**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes to the Planned Unit Development, dated October 24<sup>th</sup>, 2007 with the correction to Section 7A.11, Repeal of conflicting ordinances, and Section 7A.12, effective dates need to be added. Support by **Soltysiak**. Motion carries.

**b. Site Condominiums**

Motion by **Soltysiak** to recommend to the **Ganges Township Board** the proposed changes dated October 29<sup>th</sup>, 2007, to the Site Condominiums Ordinance, with the recommended changes as suggested by Commissioner **Birkes** letter dated November 8<sup>th</sup>, 2007 items 1 and 2

1. Page 10, item B2c – “Allegan” needs to be removed
2. Page 17, First line of Paragraph B – “Preliminary” needs to be changed to “Final”

The **PC** also agreed with **Birkes** interpretation of Section 7G.01 stating that “Since each condo unit is a ‘lot’, this should be interpreted to require each unit to have the land requirements for a lot in the zone in which it is located”.

Support by **Howard**. Motion carries.

#### **c. Mobile Home Parks**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes dated October 31<sup>st</sup>, 2007, with the addition of “Effective Dates” in Section V to the Mobile Home Parks ordinance. Support by **Soltysiak**. Motion carries.

#### **d. Private Roads**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes to the Private Road ordinance. Support by **DeZwaan**. Motion carries.

#### **e. Section 3.2G**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes Section 3.2G. Support by **Looman**. Motion carries.

#### **f. Section 7D.04**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes to Section 7D.04. Support by **DeZwaan**. Motion carries.

#### **and Section 7D.06**

Motion by **Howard** to recommend to the **Ganges Township Board** the proposed changes to Section 7D.06. Supported by **Soltysiak**. Motion carries.

### **2. Zoning Ordinance Update Bids**

**DeZwaan** reported that proposals have been received from all four companies that were sent a request. **Howard** put together a table showing each company, their dollar estimate, a brief description of what is included in the proposal, and their staff, and referrals from all 4 proposals. The committee of **DeZwaan**, **Howard** & **Soltysiak** will begin the interview process and will come up with a list of questions that will be asked of each reference. **Reimink** suggested that **Howard** call **Supervisor John Hebert**, with an update on the process.

### **3. DollyBrook Farm Denial Letter (dated October 25<sup>th</sup>, 2007)**

In review of the denial letter, **Howard** noted that item “C” of the letter, requesting financial information, has been requested from the beginning of the application. **DeZwaan** added that it was suggested several times at the last meeting that the applicant consider phases, which was not acceptable by the applicant, and that they did state that they intend to finance the project through traditional mortgages.

**Gooding** asked why the denial letter wasn’t mailed right away, **DeZwaan** explained that due to the schedule of Secretary **Birkes**, it was agreed at the meeting that **Birkes** would write up a draft letter, and then it would come before the Commission for approval at a public meeting, and if agreed the letter would be signed by **Gooding** and then mailed. The **PC** agreed to have **Gooding** sign the letter, and mail it to the applicant as written.

## **C. New Business**

### **1. Other business that may come before the Commission**

**DeZwaan** questioned the procedure of making the “draft minutes” available to the public upon request meeting the requirements of **Freedom of Information act (FOIA)**, potentially making the draft minutes available to the public before the Commissioners have them. **Reimink** noted that according to the ~~**Ordinance Book Commission By-Laws**~~, minutes can only be approved at regularly scheduled meetings. It was agreed that once the minutes have been submitted by the Recording Secretary that they should be included in the packets for the Commissioners next scheduled meeting (regular or special) so they too have an opportunity to review them, acknowledging that the minutes would be officially reviewed at the next regular meeting.

Recording Secretary, Ronda **Hall** explained to the Commission, that she has been in position now since June of 2007, and often, the minutes can take much longer than she originally anticipated when agreeing to take this position. Due to the quality of the tapes and or equipment, she often needs to play back multiple times to hear and or understand the person speaking.

She also expressed that due to the length of time it is requiring to produce the minutes, she feels that she should be compensated hourly, rather than by the “approved minutes”. If the Township can improve the sound system to make this process more efficient, it’s possible that by going hourly it could actually be a cost savings to pay **Hall** by the hour. The Commission agreed to recommend to the board an hourly rate. **Gooding** will address with the Township Board.

**Gooding** addressed the Commission stating that although he does wish to continue to serve on the **PC** in the future, he will not be ~~**unable able**~~ to continue to serve as Chairman.

#### **V. Future Meeting Dates & Committee Work Summary**

The November regular meeting will be on Tuesday, November 27<sup>th</sup> at 7:00 pm.  
The December regular meeting will be on Wednesday, December 12<sup>th</sup> at 7:00 pm.  
The January special meeting will be on Wednesday, January 9<sup>th</sup>, 2008 at 7:00 pm.  
The January regular meeting will be on Tuesday, January 22<sup>nd</sup>, 2008 at 7:00 pm.

#### **VI. General Public Comment**

Jonathan **Fennell**, (161 Ottawa Avenue NW, Ste 600, Grand Rapids MI) representing **DollyBrook Farm** is here to state for the record that the reasons for the denial for the PUD application were stated at the October 23<sup>rd</sup>, 2007 hearing.

#### **VII. Adjournment**

Motion to adjourn by **Looman** and seconded by **Howard**. Meeting adjourned at 8:10 PM.

**Respectfully Submitted,**  
**Ronda J. Hall**  
**Ganges Township Recording Secretary**