

**CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
February 21, 2024
6:00 PM
Casco Township Hall**

1. Call to order
2. Review / Approval of Agenda
3. Public Comment - items **NOT** on the Agenda (please keep comments to 2 minutes)
4. Acknowledge/read correspondence received
5. Approval of minutes:
 - a. 1/20/24 meeting
6. Public hearing – none
7. New Business:
 - a. Brian DeBest, discuss possible text amend to allow storage/office in AG zone or conditional rezone to C-2 for storage office; 107 72nd St 02-031-006-01
 - b. Master Plan exercise for McKenna
 - c. Any other business that may come before the commission
8. Old Business:
 - a. Signs, text discussion
 - b. Cisco – measure water table, go over his process
 - c. Any other business that may come before the commission
9. Administrative Reports
 - a. Zoning Administrator
solar farm – Ron preparing a memo...
 - b. Township Board representative
 - c. Zoning Board of Appeals representative
10. General Public Comment (2 minutes each)
11. Adjourn

Next meeting date Wednesday March 20, 2024 6:00PM

Casco Township Planning Commission

Draft Regular Meeting

January 17, 2024

6:00PM

Casco Township Hall

Members present: Andy **Litts**, Irene **Wood**, Greg **Knisley**, Ryan **Brush**, Dan **Fleming**, and Kelly **Hecker**.

Members absent: Diane **Liepe**.

1. Call to order: Meeting was called to order at 6:03pm by Chairman **Litts**.
2. Review and approve agenda: A motion was made by **Fleming** to approve the agenda, supported by **Wood**. "Elections" were added to the agenda under 7a. "Master Plan" was added to the agenda as 8d. All approved. Motion carried.
3. Public comment: none.
4. Correspondence: none.
5. Approval of Minutes: **Fleming** motioned to approve the December 2023 meeting minutes, supported by **Brush**. No discussion. All in favor. Motion carried.
6. No public hearing.
7. New Business:
 - a. Elections: **Fleming** motioned to maintain current seats, supported by **Brush**. Ryan 2nd. Seats are served as follows: **Litts** as Chair. **Hecker** as Vice Chair. **Knisley** as Secretary. All in favor. Motion carried.
8. Old Business:
 - a. Signs, text discussion: **Fleming** questioned if there have been any issues with health & safety as relates to signs reminding the committee that the purpose of the planning commission is to protect that of the residents in this township.

Smalley requested the commission review the ordinances related to signs. She pointed out political signs and real estate signs as examples of temporary signs, handyman signs have been placed in the right of way along Blue Star Hwy, and that there are lot/subdivision development signs out of compliance with the ordinance. Some winery signs are displayed at intersections on property not owned by the respective winery. **Smalley** has issued only 1 sign permit. What is important for her to enforce?

Smalley – we are regulating the size of the sign. **Fleming** – signs serve as identification not advertising. Along 196 – signs on private property, not regulated by MDOT. **Knisley** pointed out that political signs

often are not removed. Directional (real estate signs) are usually collected. **Woods** pointed out political sign regulation.

“What are we trying to maintain?” **Smalley** – setbacks, avoid being in line of sight along roadways. The township attorney included in his recommended text what was legal **Litts** – recommending we go through the ordinance section by section. **Fleming** – cautions against creating/ maintaining minute regulations that we are not willing or able to enforce as it decreases the value of things that we do want to regulate. **Woods** – expressed frustration of compliant business owners following the ordinance vs non-compliant businesses facing no consequence. **Fleming** – suggested “does the sign bother you more because of the sign itself or because of the regulation? If because of the regulation, then should the regulation be there on paper?”

The commission discussed line-by-line the Sign ordinance as revised by the attorney. The commission agreed that sign area should not exceed 32sq ft. Clarification on the definition of non-illuminated sign. Billboards are off-site signs. **Litts** -Commissioners will measure off-site signs around the township in next month to define size requirements. Tabling further discussion until next meeting.

- b. Cisco – measure water table, go over his process. **Smalley** went out to the site to observe. Will give report in February.
- c. Master Plan – **Fleming** opinion on proposals is magniloquence. Township received two bids from companies who would do revision. McKenna plan is cheaper and the township elected to go with that company.

9. Administrative Reports

- a. Zoning Administrator report – reviewed bills
- b. Twp Board representative update: meeting is next Monday. Seniors committee is wanting Casco to pay for them to go to Senior Center in South Haven. Board will discuss this at their next meeting. Seniors want a millage put on ballot for funding.
- c. ZBA rep – not present

10. General Public Comment – none present

Adjourned at 09:06pm.

Next meeting date Wednesday February 21, 2024 6:00pm.

Minutes respectfully submitted,

Kelly Hecker, Vice Chair



06464 Arvesta Drive • South Haven, Michigan 49090.

Phone: (269) 637-5666 • Fax: (269) 637-3323 • E-mail: office@debestinc.com • Web: www.debestinc.com

2/7/2024

Dear Planning Commission

I am Brian A. deBest. I have lived in Casco Township for 40 years.

I started out at 145 72nd Street in 1984 and then moved to 107 72nd Street in 1991.

I have been there running a lawn maintenance, landscape supply and snow removal company.

In 2001 I built a new house by the river at 111 72nd street.

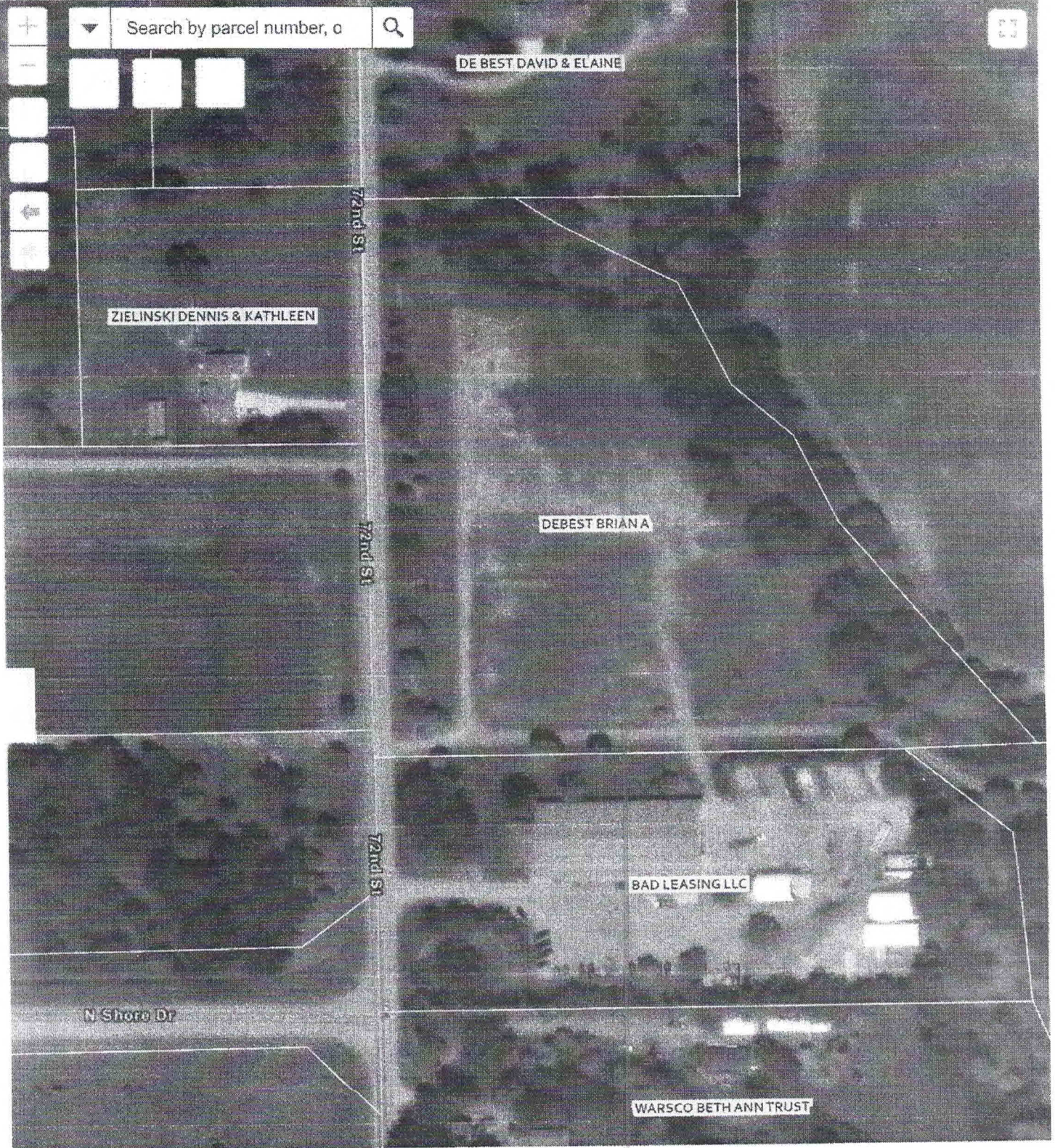
In 2007 I purchased 93 72nd parcel.

Today, I am asking the planning commission if the land North of the shop can be changed from Ag to conditional rezone C-2 for office and storage? Or, can we add office and storage to AG for this particle parcel?

I appreciate your consideration.

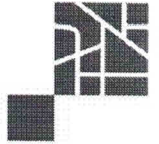
A handwritten signature in black ink that reads "Brian A. deBest".

Brian A. deBest



200ft

89.345 42.429 Degrees



Memorandum

TO: Casco Township Planning Commission
FROM: Kyle Mucha, AICP, Senior Planner
SUBJECT: **Casco Township Master Plan Initiation**
DATE: February 5, 2024

Dear Casco Township Planning Commission,

The Township is undertaking the existing task of updating its Community Master Plan. As representatives of the community, your input, drive, dedication and experience will help shape the Plan. As McKenna partners with the Township on this project, a few initial items will aid the development process. McKenna requests that the Casco Township Planning Commission consider the following items prior to the first working/review session.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS

As the Planning Commission undertakes the process of updating the community's Master Plan, consideration should be given to the community's existing strengths, weaknesses, opportunities and threats "SWOT". This consideration will help establish a baseline for updating the Township's Goals and Objectives, Future Land Use plan and will provide a context for where the community "is" and where it is headed.

This exercise can also incorporate future items that should be reviewed in some capacity at the Township level. Such items could include preliminary comments on seasonal resorts, solar facilities (alternative energy), and provisions for commercial expansion/development. During this analysis, McKenna requests that the Planning Commission give further consideration to these topics and include any others that may have an impact on the visionary document of the Township.

GOALS & OBJECTIVES

While community input may drive the process of updating the Township's existing Goals & Objectives, further consideration from the Planning Commission on this topic would be beneficial. The Planning Commission should review the existing Goals & Objectives and determine which, if any, can be carried over into the new plan update. The Goals and Objectives should be designed in a manner that makes them action-oriented and easy to implement. These can be discussed further during a work session.

CURRENT PLAN VERSUS 2024 UPDATE

McKenna requests that the Planning Commission consider the elements that are within the existing 2012 Casco Township Master Plan that can be carried over into the 2024/2025 update. Some elements, such as demographics and existing land use analysis will be compared to previous Plans to offer a historic trend analysis. During this review, some elements of the 2012 Plan may no longer apply to the 2024 Plan; the Planning Commission is requested to review items from the 2012 Plan that should be carried over and items that can be disregarded.



Additionally, if there are newer items, such as non-motorized transportation components, that are being proposed within the region, planning for such within Casco Township may become prudent. McKenna looks forward to working with the Planning Commission on this task.

NEXT STEPS

The McKenna team will work with the Township on producing the required documents for the surrounding municipalities, most notably the "Notice of Intent to Plan" as required by the Michigan Planning Enabling Act. Further, our team will begin conducting existing land use analysis, demographic review and document formatting.

The Casco Township McKenna Team looks forward to working with the Planning Commission and Township leadership on this endeavor. Should there be any further questions on this initial phase, or other items that should be discussed as it relates to the Plan update, please feel free to email me at kmucha@mcka.com.

Respectfully Submitted,

McKenna

A handwritten signature in cursive script that reads "K Mucha".

Kyle Mucha, AICP
Senior Planner



Need to go over: Charts again – few notes I cannot remember

Possible Definition Non-Illuminated- The light source must be external and directed in a manner that will prevent light from shining onto traffic or neighboring properties. Light source(s) shall be fully shielded, directed toward the sign face, and designed to concentrate all light on the sign copy area.

Chapter 19 - SIGN REQUIREMENTS

Sec. 19.01. - Description and purpose.

The sign regulations of this Chapter are intended to protect and further the health, safety, and welfare of the residents of the Township; to maintain and improve the appearance of the Township; to conserve community character; to prevent traffic hazards; to provide safer conditions for pedestrians; and to promote economic development by regulating the construction, alteration, repair, maintenance, size, location, and number of signs. These regulations are intended to provide reasonable identification of businesses and other uses within the community.

Sec. 19.02. - Definitions.

For the purposes of the provisions of this Chapter related to signs, the following words and phrases are defined as follows:

Billboard means any structure, including the wall of any building, on which lettered, figured, or pictorial matter is displayed for advertising a land use, business, service, entertainment, general message, product, or service that is not conducted on, related to, or available upon the lot upon which the structure is located, or products not primarily sold, manufactured, processed, or fabricated on such lot.

Freestanding sign means a sign not attached to a building or wall and which is supported by one or more poles or braces with a minimum ground clearance of eight feet.

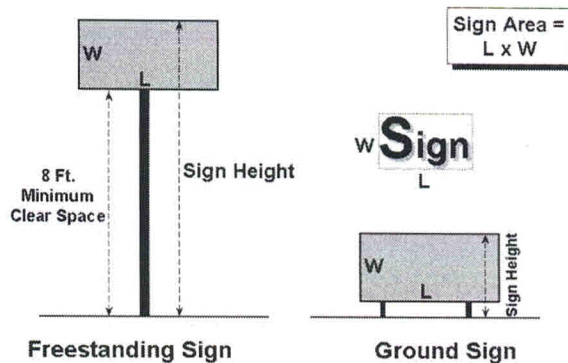
Ground sign means a sign, the bottom of which is no more than 24 inches from the ground, which rests directly on the ground, or is supported by short poles or a base, and is not attached to a building or wall.

Location center means any two or more street addresses which meet one of the following:

1. Are located on a single lot;
2. Are connected by common walls, partitions, canopies, or other structural members to form a continuous building or group of buildings;
3. Are under one common ownership or management and have a common arrangement for the maintenance of their common grounds;
4. Share a common parking area; or
5. Otherwise present the appearance of a single, contiguous area.

Location center sign means a freestanding or ground sign identifying the name of a location center or one or more individual addresses within the location center.

Sign means a device, structure, fixture, or placard using graphics, symbols and written copy designed specifically for the purpose of identifying an establishment, product, service, commodity, or activity, or displaying or depicting other information, pertaining to the same lot as the lot where the sign is located (other than temporary signs, which shall not be so limited).



LSL Planning, Inc.

Sign area means the area within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of writing, representation, emblem, logo, or any other figure of similar character.

Temporary sign means a display, informational sign, banner, or other advertising device with or without a structural frame and intended for a limited period of display, including information for or concerning seasonal produce sales and public demonstrations, as well as decorative displays for holidays.

Wall sign means a sign painted or attached directly to and parallel to the exterior wall of a building, extending not greater than 12 inches from the exterior face of the wall to which it is attached.

Sec. 19.03. - Signs prohibited.

The following types of signs are expressly prohibited, unless otherwise exempted:

- A. Any sign that has flashing or blinking lights, excluding time and temperature signs which are permitted;
- B. Signs imitating or resembling official traffic signs or signals;

Sec. 19.04. - Signs exempted.

The following signs shall be exempt from the provisions of this Chapter:

- A. Signs erected or required to be erected by the Township, County, State, or the federal government;
- B. Signs for essential services;
- C. Historic designation markers, plaques, and informational resources;
- D. Incidental signs of not more than one square foot in area, attached to a mailbox, light fixture, or exterior wall;
- E. Window signs provided the total area of all signs within one foot of the window shall not obscure more than 50 percent of the window area;
- F. Internal signs on non-residential property no more than four square feet and not oriented toward a public right-of-way;
- G. Government or school flags;

- H. Temporary yard signs limited to one per lot, not more than six square feet in area, setback at least 10 feet from any lot line, and limited to not more than 45 days before or 15 days after an election; and
- I. Temporary yard signs on construction sites or lots for sale, not greater than 32 square feet in area, and limited to one sign in the agricultural and residential districts and one per street frontage in commercial and industrial districts.

Sec. 19.05. - Sign regulations applicable to all districts.

- A. It shall be unlawful for any person to erect, place, maintain, or continue a sign upon any lands in the Township except in accordance with the provisions of this Ordinance.
- B. All signs except temporary signs shall be stationary, securely anchored or fastened to the ground or structure, and designed and constructed to withstand a 90-mile-per-hour ground wind load.
- C. No sign shall be placed in, extend into, obstruct vision or a clear vision area described in Section 3.19.
- D. No temporary sign shall be displayed on any one lot for more than 30 consecutive days during a calendar year.
- G. Freestand signs shall have a clear space of at least eight feet between the grade and the bottom of the sign to permit an unobstructed view for motorists and pedestrians.

Sec. 19.06. - Nonconforming signs.

- A. Nonconforming signs may not be expanded, enlarged, or extended, but they may be maintained and repaired so as to continue their useful life.
- B. A nonconforming sign may be diminished in size or dimension, or the copy on the sign may be amended or changed, without adversely affecting the status of the sign as a nonconforming sign.

Sec. 19.07. - Signs in agricultural and residential districts.

In addition to the requirements in Section 19.05, the following signs are permitted in agricultural and residential zoning districts.

AG, RR, LR, LDR, MDR, Districts	
Number	One non-illuminated sign per entrance road to a residential development, not exceeding two such signs per development
Size	Not to exceed 32 square feet in sign area
Location	To be set back a minimum of 15 feet from any side or rear lot line and not to encroach in the road right-of-way
Height	Maximum of six feet

Sign for lots in residential zoning districts not used for residential purposes	
Number	One non-illuminated ground sign and one wall sign per lot
Size	The ground sign may not exceed 32 square feet in sign area and the wall sign may be ten percent of the wall area but not exceeding 50 square feet in sign area
Location	Ground sign to be set back a minimum of 15 feet from any side or rear lot line and not to encroach in the road right-of-way
Height	Ground sign to be a maximum of six feet
Wall sign for any dwelling with a home occupation	
Number	One per lot
Size	Maximum four square feet in sign area
Sign for any lot used for agricultural production with a farm market	
Number	Two non-illuminated sign per lot
Size	Each sign not to exceed 32 square feet in sign area
Location	Minimum setback of 15 feet from side or rear lot line and not to encroach in the road right-of-way
Height	Maximum of six feet ground sign Maximum 25 feet freestanding sign

Sec. 19.08. - Signs in commercial and industrial districts.

In addition to the requirements in Section 19.05, the following signs are permitted in commercial zoning districts.

C-1, C-2 Districts
Ground sign or freestanding sign

Number	One per public or private road frontage, but not more than two signs total, provided that lots with two road frontages shall have a minimum width at each right-of-way line of at least 50 feet in order to have a second sign. No freestanding or ground sign shall be permitted for individual addresses within a location center.
Size	Maximum of 48 square feet in sign area for ground signs or 60 square feet for freestanding signs
Location	Minimum setback equal to half the required setback distance for the zoning district
Height	Maximum of six feet for ground signs or 25 feet for freestanding signs

Wall sign

Number	One per lot, provided any lot with frontage on more than one public or private road may have one sign per road frontage of at least 50 feet in width. No more than one sign shall be permitted per wall face.
Size	Maximum ten percent of the portion of the wall area to which it is affixed, not to exceed a maximum of 100 square feet in sign area
Location	Mounted flat against the wall facing the road

Location center sign

Number	One per public or private road frontage, but not more than two signs, provided that lots with two road frontages shall have a minimum width at each right-of-way line of at least 75 feet in order to have a second sign. No freestanding or ground sign shall be permitted for individual addresses within a location center.
Size	Maximum 48 square feet for ground signs or 60 square feet in sign area for freestanding signs
Location	Minimum setback equal to half the required setback distance for the zoning district
Height	Maximum of six feet for ground signs or 25 feet for freestanding signs

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In addition to the requirements in Section 19.05, the following signs are permitted in the Industrial District.

I, Industrial District	
Ground sign (no freestanding signs are permitted)	
Number	One per lot
Size	Maximum of 48 square feet in sign area
Location	Minimum setback 15 feet from any lot line
Height	Maximum of six feet
Wall Sign	
Number	One per public or private road frontage
Size	Maximum of ten percent of wall area to which the sign is affixed, not exceeding 100 square feet in sign area
Location	Mounted flat against wall facing road.
Billboard	
Number	One per lot
Size	Maximum of 400 square feet, provided the vertical dimension shall not exceed 12 feet and the horizontal dimension shall not exceed 42 feet
Location	Minimum setback equal to the required setback distance for the zoning district and a

	minimum separation from any other billboard of 1,000 feet
Height	Maximum of 40 feet

Sec. 19.09. - Signs for PUDs.

Sign requirements for planned unit developments may be modified by the Planning Commission where such modification is consistent with the intent and purpose of this Chapter and the objectives of the PUD Chapter.

Casco Township
7104 71st Street
South Haven MI 49090
Zoning Department 111 Grand St Allegan MI 49010 1-800-626-5964

January 22, 2024

To: Planning Commission

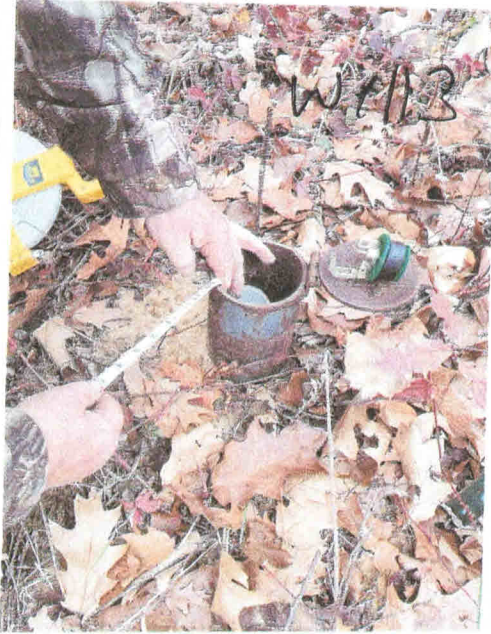
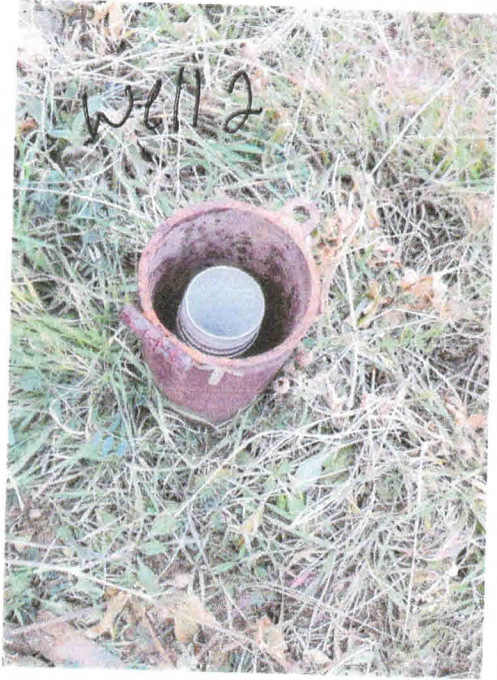
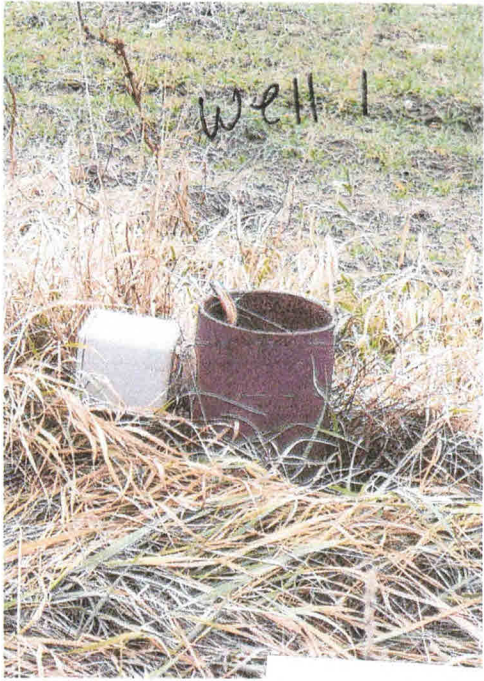
RE: Cisco Sand Mine, VL 68th St; water table measurement

On my site visit 12-21-23, Mr. Cisco showed me how he takes the measurement for the water table.

Each well has a pipe sticking out of the ground (see pictures); he takes his tape measure, with a weight on it, and measures down until he can hear the weight hit the water; brings up and down few times until he can hear the weight just touch water; then measures the distance of pipe out of the ground, to subtract (see picture). The measure is from ground grade to top the water.

Tasha

Tasha Smalley
Zoning Administrator
Casco Township



Dec 21
2023

Itemized Zoning Report: Casco Township

Date	January 2024 page (1 of 1)	Time
1/3	Brian Prevost, ZBA info 540 East Dr, zba info 1/11	.25
1/3	Rich Bloem, email. True North Homes, 217-007-00, possible divide lots; build regs; more emails	.5
1/3	Justin Goodenough, email. 005-015-00, land div regs	.25
1/4	Aaron, architect. 880 ½ Blue Star (?) 062-009-10, setbacks for new res	.25
1/4	Robin Bouman, 02-651-003-00 property for sale, what can do with property, not buildable	.25
1/9	Office hours	2.25
1/12	Prepare agenda and packet, 1-17 PC meeting	.75
1/12	ZP 450 Beachglass, detached garage, McGrath	.25
1/16	Office hours	2
1/17	Matt Gritter, Pine Creek Cont, email. 1161 68 th existing foundation, not 1000sqft, is grandfathered for new res	.25
1/17	Nicolette, 570-052-01, property for sale, min dwell size regs	.25
1/17	PC meeting	3
1/17	Amanda Galt, 1117 66 th St, land div regs ; had an approval 2010 but didn't sell or record	.25
1/19	Brad, Jaqua Realtor, 7149 Maple, addition or small garage regs	.25
1/22	Brian Prevost, 540 East Dr, setbacks new garage, 3 fronts	.25
1/22	Nick, Jaqua realty, property for sale, 215 63 rd St, setbacks, min dwell regs	.25
1/22	Report Cisco water table measurement to PC, photos and memo	.5
1/23	Office hours	2
1/25	Tim Busscher, copy of Cisco 68 th St sand mine approval letter and quarter report form	.25
1/26	Jim Reynolds 880 Blue Star, parcel to south just was purchased, asked if I know what was going on.	.25
1/26	Kim Stokes, 7218 Orchard, property for sale, can div for 2 buildable lots	.25
1/26	Brad, Jaqua, 7149 Maple, more questions about garage; attached setbacks, detached setbacks, lot coverage	.25
1/29	Greg, Wightman, Peggy Spencer, respond from attorney for boundary line adjust / private road Baron's plat off 74 th , north of 101 st	.25
1/30	Office hours	3.25