

Approved 03-20-2019

REGULAR MEETING OF CASCO TOWNSHIP
PLANNING COMMISSION January
February 6, 2019; 7 PM

Members Present: Chairman David Campbell, Secretary Lewis Adamson, and PC members Greg Knisley, Dan Fleming and Dave Hughes

Absent: Vice Chair Dian Liepe and Board Representative Judy Graff

Staff Present: Janet Chambers, Recording Secretary

Also Present: 3 interested citizens (Sign in Sheet Attachment #1)

1. **Call to Order and Review of Agenda:** Called to order by Chairman Campbell
2. **Review / Approval of Agenda:** (Attachment #2) There were no changes to the agenda.
3. **Interested Citizens in the audience will be heard on items NOT on the Agenda & Public Correspondence Received:**

John Barkley had three comments. First, he would like to see the PC consider acceptable ShortTerm Rental (STR) problems and corrective actions. Barkley said they have heard in general from the board, but there was no specific actions and timing associated with it. It might be a good idea for the PC to ask to have it on the agenda. It might help you identify other problems for making other ordinances in the future. One that comes to mind is noise. That continues to be the most common complaint. Valerie Baas did some work on best in class in communities were doing and shared that with the board. That is something you might consider because he believes noise is the number one issue and if you could resolve that a lot of the complaints would go away concerning STRs. Barkley said he would also like to see the PC assign a lead to each one of those initiatives much like Chairman Campbell did with Municode. Bring a strong person in as a lead, review it, getting a consensus. This verses starting with a blank sheet of paper.

Chairman Campbell asked for clarification as to what the three items Barkley had.

Barkley summarized: #1 Review STR and corrective actions because we don't have specific times for action from the Board's perspective. #2 This would lead you into a prioritization, modifying regulatory ordinances like noise as an example because that was the number one issue for STRs. #3 assigning responsibility for those items you prioritize for further development or action.

Knisley questioned whether this would need to go through the board.

Barkley said he misspoke when referring to the noise ordinance as ~~regulatory~~ zoning. Barkley said the ordinance just said "Ordinance". It does not specify whether it is "Regulatory Ordinance" or "Zoning Ordinance."

Chairman Campbell said the noise ordinance did not come through the PC. The regulatory ordinances that he is aware of are Noise and STR and a number of others. Campbell added that Regulatory Ordinances are referred to as General Ordinances by Municode. Chairman Campbell said he would look into this.

Barkley asked that the PC please not discard this just because he referred to it as “Regulatory zoning”.

Chairman Campbell said he would refer to it as *prioritize zoning issues and other regulatory business*.

Hughes said he thinks the STR on-call person should enlighten the PC as the season progresses.

Chairman Campbell agreed and said they do put out written reports and the PC should be included in that.

4. Approval of Minutes:

A. 1/09/2019 Regular meeting: A motion by Adamson, seconded by Fleming to approve minutes of January 9th. All in favor. Minutes approved as written.

B. 1/16/2019 Roessing SLU: A motion to approve the minutes of January 16th was made by Fleming and supported by Hughes. All in favor. Minutes approved as written.

Knisley said after reviewing minutes of January 9th, he had comments about Maureen Perideaux statement. That night she would have liked to make comments and was not allowed to speak until the end of the meeting and she was frustrated. Perideaux pretty much brought the idea of a lighting ordinance to the board. She did a lot to enlighten us on things, brought us information. During that process, and reflecting back on her words that she could have helped us on our discussion, but was not allowed to speak. We have had times when someone in the public has been a right arm, helping us through our processes and being allowed to speak, a little bit out of order sometimes, to enlighten us or correct us. Knisley said he felt bad that Perideaux was not allowed to speak. This was kind of her thing seeing this through the township. Knisley said he found that frustrating that Perideaux was not allowed to speak because she was so instrumental in what the PC was doing and was basically said she was speaking out of turn. She was frustrated and the fact that we wrestled with a few things she might have been able to help with. She was not allowed to comment on something she brought to us. Knisley questioned whether it is completely out of order to let someone speak outside of the time designated as public comment.

Fleming noted that 6B3 on the agenda is “public dialog”. Chairman Campbell agreed and said they should continue and cover that part of the agenda now. After the last meeting Graff asked to have “public dialog” added to this agenda. Graff was absent from this meeting. Campbell said he wished she could have been here to have an opportunity to go over this. Knisley is doing that for her, so

that is good. Campbell said if members agree, they should jump down to **6B3 Public dialog/input (Graff)**.

Fleming said it does seem to be helpful in some ways but there are a lot of times when he is sitting in the audience, he thinks he has the solution to something, but then when he listens he realizes his comment would have been off the wall. There is a balance between getting the information we need and still running the meeting. He can see both sides but does not know where the balance is.

Hughes asked if there is an alternative way for her (Perideaux) to give information but not at an audience dialog session. Could she be put on the agenda.

Adamson said we gave Perideaux an entire meeting to present this, and she has spoken at other meetings. Adamson said he does not believe that every meeting needs to be opened up with comments from the public because someone has a passion about it. The other thing Adamson finds is that when they have a passion about something it is usually only from their perspective. Adamson said he is not trying to look at it from their perspective. He heard her on two different occasions, full dialog, on what should be done and he received that message and marked it down, and took it into consideration on every decision that was made. He does not want to get that rehearsed every time he is making a decision and try to convince him of something he has already heard. Adamson said that is the PC's job. Get the information, evaluate it, discuss it between PC members, and make a decision. Adamson said he thinks that is what the PC did in that case.

Hughes said "Public comment from items NOT on the agenda" should remain, but if there is another avenue for people who have a real strong view or desire to present new information. Possibly put it on the agenda.

Fleming said he does not know for sure, but thinks in this particular case, she may have been feeling that it wasn't going the way she wanted. She said she had some facts she wanted to present, she had already presented them.

Chairman Campbell said he read the minutes and thought about it as well. If you go back and look at this group over time, it has been somewhat flexible. Campbell said at the last meeting he was not flexible with that issue. If you go back and look at minutes of other meetings he has run as Vice Chair, there has been plenty of interface on lighting and other topics. He said he is open to interface. In this particular case he said there had been a special meeting in December to basically complete this for a public hearing and felt they had reached their decisions on the Lighting Ordinance. He did not want to get back into one of these drawn out sessions. There will be another opportunity. Campbell said her note summarized it. She had been working on this since 2017. There have been multiple discussions on this particular topic. Campbell said he was hoping Perideaux would be present at this meeting because he wanted to thank her for all her input. Campbell recalled the meetings on the Wind Tower discussion. There was a member of the public who was a significant contributor. She came to every meeting and brought in people from up north where wind towers were an issue. Campbell said he felt Perideaux did a good job. On the other hand, we needed to get closure. In reading through old minutes, Campbell does not feel Perideaux did not

have plenty of input. She will have another opportunity at the public hearing if there is strong feeling. After public comment, there will be more discussion and a chance to make changes. He said he feels comfortable that the public has had plenty of opportunity to comment. Campbell said sitting out in the audience and watching the whole process of STR discussion, the Planning Commission dialoged themselves out of an opportunity to come up with a document because every meeting started with a contentious, around the table, back and forth between them. In the end, nothing was there, and the board said we've got to move. Campbell said he has run plenty of meetings in his real world and feels he has done a decent job and tried to be fair to everyone, but at some point in time you just have to say we are moving forward. The whole meeting on December 5th we brought in our consultant, she had it on the overhead, we made changes. Now it is time for us to move on.

Hughes added she could have sent a letter before the meeting ever happened. The only new thing she could have wanted to bring up was having everybody in the township complying with the ordinance by 2022.

Chairman Campbell said that was brought up a long time ago. Fleming agreed.

Chairman Campbell said he recalled the discussion and they felt everyone coming into compliance was not realistic. He added he does not mind taking comments from the public under a particular topic, then bringing it to closure. He does not want to start every meeting with an opportunity to jump down into the agenda and spend 25 minutes on a topic, then try to cover the rest of the meeting.

5. Old Business:

- A. Municode (Campbell):** The process is crawling along, basically everything is ready to go. Municode will not begin to work on until they have appropriate information such as when an ordinance was adopted. Because the referendum on STR, the lawyer needs to look into when it actually became effective. It was adopted in the spring, but the referendum did not occur until August, so they have to get that information before sending it off.

- B. February 20th Public Hearing (Campbell):** We are all on board with 27th. There will only be 5 members. Graff and Adamson will be on vacation. Campbell talked with Tasha, we can go with as low as 4 members, but would like to have commitment from 5 members in case of something last minute happens. The notice will be published in this Sunday's South Haven Tribune. It did not make it in the paper for a February 20th meeting because of weather, so it is now delayed until Feb. 27th.

There will be 3 separate hearings. First Recreational Marijuana, close that out, discuss and vote. Then open hearing for building height, close it out, discuss and vote. Third will be lighting, take comment, close public portion, discuss and vote.

Chairman Campbell asked Tasha Smalley to prepare the agenda and go over it with him. There were a couple of items Campbell discovered while going over the consultant's draft, where he had to make an executive decision. First, there was an error on building heights in the Williams & Works copy which had a Section 13.03 District Regulations. There is no reference to 2 ½ stories in Section 13.03. That section is industrial, and they can go up to 40'. If you look at our favorite chart that is not in the ordinance book, there is no reference to 2 ½ story in the industrial district. The new draft of the public notice no longer has 2 ½ stories to deal with in Section 13.03.

The second change was on lighting. Campbell said if you look at the new lighting draft dated January 23rd, 2019 Version 2, he added **incandescent or equivalent** as follows:

LIGHTING, RESIDENTIAL DECORATIVE

Residential Decorative Lighting includes porch lights, sconce lights, and low level lawn or landscape lights under 100 watt **incandescent or equivalent**, seasonal decorative lights, etc.

Chairman Campbell went on to say this is something John Barkley brought up. As Campbell read through the minutes where Barkley made the comment on specifying 100-watt **equivalent**, Campbell look at lights he had in his home and read that an LED light equivalent to 100 watts is only 17.6 watts. He called Smalley and said this is basically adding to the brightness we intended. Smalley said it would be ok for Campbell to make the change, but if the PC objects, it can be taken out. Getting more restrictive is more difficult. It is much better to put it in now. If taken out later it would be less restrictive.

6. New Business:

A. Planning for Resilient Coastal Communities, February 14, 2019, 6:00 PM Listiak Auditorium, 600 Elkenburg Street, South Haven MI. Chairman Campbell said this is a Special joint meeting with Casco Township, Covert Township, City of South Haven and South Haven Charter Township.

Presenters will be Mr. Harry Burkholder, Executive Director, Land Information Access Association; Dr. Richard Norton, University of Michigan Urban and Regional Planning and Ms. Ronda Wuycheck, Michigan Coastal Management Program Chief. Campbell said it is open to the public. PC members had a copy of the agenda (Attachment #3). Campbell would like to go but may not be available. He suggested Barkley might like to go. It is a research program. He added that they may be looking for input.

Dave Hughes said the city is videotaping the event and there is a possibility of seeing it later.

B. Planning Commission activities/process:

1. Master Plan Update discussion (Adamson): Adamson said as he was going back and reviewing what the PC did a couple of years ago. He recalled they got into critiquing punctuation. He read they made some statements that might not be achievable. There was a planner, he is not sure that is what they want this time, but is how they did it last

time. One of the items they might not be able to accomplish would be to have a new survey done. We were going to send out another survey to the community. Adamson said he is not sure that is still the intention, but if not, it means we as a PC are going to make the determination for the future of the township. Adamson said he does not feel that is wise. As he read the master plan he said there was a lot of focus on Rural Character. Are we rural, or do we want to be? We had all these questions, and never came up with answers, so he is not sure where we want to head if there is not a survey. Adamson said he does not feel the PC should make those decisions for people of community. We said we **WILL** include a new citizens survey. He needs input from PC members. Discussion ensued about who wrote the survey and when. There was a planner, possibly the planner wrote the survey.

Knisley said census survey was done in 2000. It is not all the information they would be looking for.

Chairman Campbell said it is worth finding out if the township wants a survey done.

Adamson said it specifically states a survey of year around and seasonal residents. He continued he is not sure if the public wants to be rural or not. He sees that we are moving away from Rural Character along the Blue Star corridor but is not sure if that is what we want or not. I don't think people want to stray from that too far. I think they want to keep that rural. Not a farm land style rural. We have to get input from the people, otherwise we will get bogged down and not be able to make a decision on any of this. That's what happened last time. We got so bogged down we didn't do anything meeting after meeting. Then we just started changing words, i.e., *are* instead of *were*, just to make us feel good. That is not what we want to do. We have no goal to do this yet.

Discussion continued about how to distribute a survey and how it would be worded.

Adamson said we cannot move forward with a vision until we know what that vision is. We just made a statement today about wanting the public's input. If we do it, there is no way we can open a meeting and say "Ok, you 5 people tell us what you want". That is short sightedness on our part.

Fleming said how questions are asked on a survey can drive the results. Everybody has a different idea what Rural Character means. Fleming said as the PC members know, he has a hard time with zoning. Even if ½ of the public gives input, it will still encroach on the other ½, unless you are going to compensate them. In our zoning book they talk about farmland preservation. There are formulas used to determine what people are giving up when they sell their development rights. It is not like it is not done.

Knisley said as example, you put a sidewalk here, people might walk there. They are going to do what they are going to do. If 50% of the people are responding, you have to start somewhere. At least you have some input. If you ask and they don't respond, you have to

be proactive. If you get 5 or 10 people responding, at least you have 5 or 10 people. It is not falling completely on our shoulder. You also have to look at what is happening compared to what you would like to happen. There are things in the MP, maybe you would like farmland, but that is not what is happening. You can't force them to keep farmland and stop them from selling off. The economy is going to dictate what they do with their land.

Fleming said when any Master Plan is done, it is old as soon as it is completed. Looking at what people are going to do with their property; obviously they are eluded to many things, but there is always that wiggle room that will change the use of the property and the community is going to change. We can try to drag he brakes, we can continue to drag the brakes, and will find the same frustrations every time. We are not going to solve our frustrations by coming up with a new Master Plan.

Chairman Campbell invited John Barkley to give input. He said he welcomes integration with the public.

Barkley said he thinks the first step is to look at the process used last time. Then input from the community. He feels a mailing, maybe with taxes, would be the best way to reach the public as not everyone has access to a computer. You would reach the most people with a mailing. A 30% response gives you a very good conclusion as to what people want. It does not include everyone, but you have enough to draw conclusions from the information. People who don't believe strongly will not respond. You don't care about those who do not have an opinion. Barkley suggested looking at 5 – 7 key steps used so that you don't miss anything. One online survey is Survey Monkey, but you could miss a good part of the population. You can look at the 2020 census and overlay that with information from the survey.

Chairman Campbell said in the most recent Master Plan they used information from the 2010 census. Some of the information was available right away, some information was out in 2012, some portions were available later. 2020's would probably not be available until 2022. The census will give some information, but the parks committee just reported at the latest board meeting that the community is growing older. Maybe this is a result of not planning for what is coming.

Fleming questioned Barkley's comment that we don't care about those in the community who don't care what is going on in the township. Fleming stated just because they don't care right now what is going on, does not mean your decisions will not affect them significantly. There are opportunities that come up for them later down the road. If a Planning Commission makes a decision that puts certain restrictions on them of how they use their property, and they might not be thinking about that at this point in their life, then a couple of years down the road, I want to do this. You can't do this because of this, and you can't do this because of that. When we make these comprehensive decisions for the whole township, we take the risk of that kind of causality.

Valerie Baas said she felt there needs to be some kind of survey. Otherwise, you are starting with a blank page.

Chairman Campbell said tonight he got a call that Graff was sick, then a call from Dian saying she is sick. Then he got a phone call from Supervisor Overhiser. Overhiser said he had intended to come to the meeting tonight, but something came up. Overhiser had noticed Master Plan discussion on the agenda and has been thinking about it. He also has been talking to the new Zoning Administrator and during her interview it came up that the last Master Plan had been done in 2012. Her comment was it is time to get moving. Overhiser would like to have a conversation with Campbell, and maybe the commission as well, and Smalley on this. He would want some specific timelines on getting it done. He would want to have it well defined with a reasonable time frame set by the board. The board would set more guidelines as well. Campbell feels they should at least hear what Overhiser has to say. Things change, things are always changing. That's why the Master Plan should look at what's happening now and projecting into the future. One of the things is the Blue Star corridor. It is changing whether the Master Plan is there or not. He would rather have a look as opposed to just rolling along.

Knisley said regarding the Master Plan changing something; we don't know what someone's life will be in 5 years. Knisley asked if the current Master Plan has held the community back or have, we moved around something and not up dated this this (MP) in how we have developed. When you say you are going to do something and get input from ½ the people and are not sure what the other ½ wants. Can we back it up by saying this (MP) has been holding the township back. Like Fleming says, are we going to put the brakes on something just to slow progress. Or are we saying we want progress we want a way for things to develop, now we just need a way to keep it civil or controllable somehow. Or, are we trying to put the brakes on something. Can we prove the Master Plan is holding us back? How can we say by making a change we are not somehow holding someone back?

Fleming said in his house he has young adults. If they say they want to do this as a business, well no we can't do that. Not everyone is like Fleming and speaking out. They are just going to say well it's not allowed. You can't say it is holding them back because they just say they can't do it. Fleming said if you get rid of zoning you will know what the community wants.

Chairman Campbell said he does not think it (MP) has held anything back. Things are happening all over. We have opened up the farm venues, you've got more wineries. Campbell said he thinks it is a healthy exercise for a community to have a Master Plan. It has been pointed out many times that when push comes to shove, the Master Plan does not need to be followed. It does give us a sense of what the community wants. Campbell said to him that is a real value. Campbell said he was fortunate enough to belong on a major presentation a Committee for the National Adaptation of Accounting Programs and Business Schools. They did have to go through the Master Plan. They had to submit that

document. It forces people to think of where they want to be. It doesn't mean that they are not going to be making changes. It is a healthy experience for a community to think about where they want to go. Those people on the Board have to run the show and they have to make decisions about bills as well. Clearly, I have heard over the years "We want to preserve Ag". You can talk about rural communities along the lake and that's why we moved here 40 years ago, but things are changing. Ag is what the township has always said in the past. That may be modified some. Some of the things that are happening, we have special venues and all. That is changing the makeup. The Master Plan is a good exercise and gives you good information. Things change, look at the number of us that are full time on the other side (of the interstate). Our expectations are different. It is better to hear the expectations are, it might help the way things change in the future. 100 years from now it might be all concrete. Why can we tell them they can't sell their farms. I always heard the best insurance policy for a farmer is their land. If they needed money they sold land.

Adamson said we need some philosophy here. Even with the event venues, and I am not sure why we did this, one person had a little coach house and we said they could not stay there. What harm was it going to be? It is a work at home business, but we decided they could not use that building to live in and keep people in the other building. Why? Because that's what we wanted. We make rules like this that hurt us rather than help us and that is the philosophy I am trying to understand.

Knisley asked, are we putting brakes on a little bit, or are we greasing things up for the community to thrive.

Adamson said to him, it would have been thriving if they had just gone ahead and let them do it.

Chairman Campbell said this is another point. When we look through Chapter 15 with all the special uses, I wonder if it isn't time to look at what we do have. We have guidelines that have been here for 40 years. For instance, B&B. Maybe that's where a consultant should come in. Campbell reiterated, he would like to hear what Supervisor Overhiser thinks. The community shouldn't just leave it sit. Campbell said if it is ok with the commissioners, he will at least have that discussion with Overhiser.

Knisley asked if this would be a good agenda item for the combined meeting. Then he is talking to the whole committee. Campbell agreed.

Hughes said from a ZBA standpoint, the Master Plan has an impact on whether to grant a variance.

Chairman Campbell said that is a key factor.

Hughes said he looks at rules or restrictions and wonder why they did that. It is nice to know what they were thinking when the ordinance was written.

2. **Agenda *planning* for April 6, 2019 Joint Annual meeting with Casco Board (Liepe/Graff):** Supervisor Overhiser has asked to Campbell to announce township is having a retirement open house for Ruth Hewitt who announced her retirement. Next Wednesday, Feb. 13th, from 4 to 6 PM will be the open house and all are invited.

Yesterday Chairman Campbell asked Smalley what is coming up for future special meetings. She said a site plan review for an upscale campground. She is working with them and that may be ready for the 27th. What she did say was she will always give one months' notice as to whether she would use the special meeting date. In other words, if they are not ready by February 27th with documents, then there would not be a March 27th meeting. This is going forward for the next year. We will know one month in advance if there is a special meeting scheduled.

Chairman Campbell got an email from Graff that she is sick and Liepe is sick, but Liepe gave him a quick overview. They (Graff and Liepe) had been exchanging emails, but she did not have anything to flip to Campbell. One thing they had was to talk about the by-laws and possibly draft up new by-laws. And maybe a list of priorities. Campbell did not think that was a good use of his Saturday. As he looks at the agenda, Tasha Smalley is going to help a lot. She is going to help with making sure things get on the website, minutes being posted, and working with Kathy to get this moving. Campbell is hoping that within the next 6 months people will be happy with the way things are going. Campbell talked to Smalley, that if it is not worthwhile to have a meeting on April 6th, what would the cancellation situation be? Smalley said it is not required to have a meeting on the 6th. You can put it on the website but does not have to be in the paper. Campbell said he is proposing that the joint meeting be on something of mutual interest. After Overhiser called and had been thinking about the Master Plan, Campbell wondered if the Master Plan discussion should be on the agenda. Campbell said by March 20th we can always cancel the meeting. Campbell is in favor of asking Overhiser if the Master Plan discussion can be on the agenda.

Hughes pointed out the meeting is a joint meeting for both groups (Board and PC) and this would be a beneficial topic for both groups.

Chairman Campbell asked if he had support from the PC for him to discuss this with Supervisor Overhiser to make the meeting about the Master Plan.

Hughes said he would like Overhiser's opinion on how the Master Plan was done last time.

Chairman Campbell asked Chambers to get the minutes out within the week so he can send a copy to Overhiser. She agreed.

3. **Public dialog/input (Graff):** Discussed above

4. Other

Chairman Campbell had discussion with Supervisor Overhiser during his phone call prior to this meeting. He said Smalley is going to be very good for the PC. She tells you what she thinks and you know where she stands. Campbell said to Overhiser, he is thinking as he understands the arrangement for the Zoning Administrator is that 80% of the job will be Smalley and 20% will be done by Ellingsen. Basically, all new single-family homes would be handled by Ellingsen. There has been a lot going on with the rentals and other things that we looked at. Building Heights, average grade discussion etc. Campbell's personal feeling is that this is an opportunity for the township to have a clean cut. Smalley does everything for other communities. Why don't we just count on Ellingsen to do the building inspections and have Smalley take over all of the Zoning Administration. Why do we need to have division of the job. Campbell thinks it is good for the community to make a change and have Smalley do everything and Ellingsen do building inspections. He has always felt uncomfortable from an organizational standpoint, having a person who is the Zoning Administrator, and at the same time checking his own work as the building inspector. He feels it would be a good division of responsibilities for Smalley to do all of the Zoning Administrator's jobs. He said the average grade thing is one that really comes back to him as an example. We have a book here and the Zoning Administrator is the one who is going to (not to call it enforcing) but looking at it up front. The building inspector comes in and says yes and no this is what you should do. Campbell said he understands the flexibility thing and is not trying to throw stones at anything, but he thinks it is a good time make a change. Campbell said he told Overhiser he wishes Overhiser would in attendance to hear it, but this is what he is going to say at tonight's meeting. Overhiser said it might happen sooner than later anyway, but he would like to hear the feedback. Campbell invited other to respond.

Hughes asked if Overhiser responded. Campbell said, had Overhiser been at the meeting he would have asked him not to respond.

Adamson said he has not met Smalley and has no idea who she is. He has no idea of her capabilities, so to ask his opinion on this, I would go back to the safe part. I know where Ellingsen is.

Chairman Campbell said he is not asking for a decision. Smalley is a Zoning Administrator full time in other places. Campbell wants to know why the 80%.

Adamson questioned who set up the 80%. He assumes it was the township board.

Chairman Campbell said there had to be some reason for it, but he doesn't know what it is.

Adamson said he would need to know the reason.

Knisley said he feels the same and has no comment. He said he does not know that this is the PC's decision to make and he has not met Smalley.

Chairman Campbell said he understands and does not want a decision. He just wants to get it on the table and in the minutes. He feels there is enough information in the minutes and would ask members to consider his comments. He reiterated that he feels it is a good administrative decision to get things divided up and move forward.

Hughes said he has met Smalley and she has impressed him. He does have limited work experience with her beyond the interview process. But, at this point he does not know that the chord needs to be cut.

Chairman Campbell said that during the interview he learned that when she started at Ganges Township, he stayed on with her for 18 months.

Hughes said he could not answer the question but wondered if it is appropriate for them to discuss a personnel matter.

Chairman Campbell said he told Overhiser that because the PC is working with the Zoning Administrator, he is going to bring this up. Overhiser said he would appreciate feedback. He said it may happen sooner than later.

Chairman Campbell said from his perspective this is an organizational matter, not a personnel matter.

Fleming had a comment concerning the Zoning Administrator. He got a copy of an invoice from Smalley (Attachment #4) and wondered why there were no dollar amounts on the invoice. Because we are making decisions that require using her, the PC should know the cost for the welfare of the township. What are we paying her?

Campbell said he does not have that information. The invoice came in an email. Campbell said her job description was more than what had previously been done.

7. **Report from Zoning Administrator (Ellingsen / Smalley):** Neither were present
8. **Report from Board Representative (Graff / Campbell):** In Graff's absence Chairman Campbell reported on items he remembered from attending the board meeting. He said the township is moving forward on golf cart approval in neighborhoods. The board also will be discussing flipping shingles from day to day between B&B and STR. The township is going to hire a rental enforcement person and will modify the regulatory ordinance to give that person the authority to be the enforcer.

Hughes asked if the Golf Cart ordinance will stipulate the kind of carts they can use.

Knisley said Low Speed Vehicles (LSV) is what they will cover. They cannot go on roads posted over 25 mph.

Hughes said in reading editorials in the paper people in South Haven have been complaining about LSVs.

Chairman Campbell said they would not be allowed on Blue Star or North Shore Drive. They would be basically in subdivisions. They would have to register. A representative from Miami Park wanted access for his handicapped son. The board is working on it.

Knisley said South Haven originally started out saying they had to have seat belts, lights, horns, etc. By the time they were done, it ended up only with an age requirement. Realtors pushed for it.

Knisley said they really pull out into traffic. You have to watch for them.

9. **Report from ZBA Representative (Hughes):** The ZBA will meet tomorrow on the Roessing Variance at 7 PM.
10. **Report from Water/Sewer Representative (Adamson):** The SHAWSA meeting was cancelled due to weather. The township has not had a meeting either.
11. **Public Comment:**

John Barkley had two comments. One regarding agenda item 3 Barkley asked that "Items NOT on the agenda" be removed from public comment on the agenda because he would like the impression that the PC would value his opinion prior to making a decision. He suggested assigning specific projects to a PC member and bring in an expert like Perideaux. They could work closely together to come up with a draft and that would allow Maureen to contribute more and the PC more ability to control that, if you thought it was too frequent or too long. That would be a win-win for a first pass. Lighting discussion has gone on so long, and so many people have touched it can be like ground hogs, people popping up to say something, it is understood and considered. Then next time it is discussed someone else popping up to say it. This might resolve the issue.

Barkley's second comment was for the joint meeting on the 6th. Barkley believes there is some economic development opportunities for the township. He said he would like to see a report out from the person you are paying to do that. That might be a consideration for the Master Plan for instance, or for further zoning action also, to make sure we enable those economic opportunities if we agree with them. There might be something that comes up, we can't see everything, but at least from a broad perspective we should be prepared for both macro and micro economic opportunities.

Chairman Campbell said he is not familiar with what Barkley is talking about and asked if Casco is participating in this.

Barkley said yes and explained that at a board meeting, after a person stood up and said Casco is paying him per year to study economic opportunities for Casco Township.

Chairman Campbell said that is a board thing. Not the Planning Commission.

Barkley said he learned about this at a Board meeting, but the meeting on the 6th is a joint meeting. The joint meeting would be a good opportunity to hear what some of those economic opportunities are that might be used by the PC. Barkley suggested a report be requested for the meeting on the 6th to look at cost vs. revenue.

Hughes asked how long the meeting on the 6th would be. Campbell said it will be 9 until noon. Hughes said he thinks of the staff development meetings he has attended. They would cover kindergarten, elementary and middle school. Just as they got to high school time ran out. He wants to be sure there is not so much in the meeting that we do a superficial coverage of everything.

Barkley said economic opportunity is important.

Chairman Campbell said the main subjects for him would be the Master Plan discussion. And then, the Economic Opportunities. Campbell said he would have to see if board would agree to add Economic Opportunities to the agenda.

12. **Adjournment:** A motion was made by Knisley, supported by Adamson to adjourn. All in favor.
Meeting adjourned at 9:00 pm.

Attachment #1: Sign-in Sheet

Attachment #2: Agenda

Attachment #3: Agenda for Planning for Resilient Coastal Communities, Feb. 14, 2019

Attachment #4: Invoice from Smalley

Next Meeting: Public Hearing February 27th, 2019, 6 PM

Regular Meeting March 20, 2019, 7 PM

Joint Meeting PC & Board, April 6, 2019, 9 AM

Minutes prepared by Janet Chambers, Recording Secretary

<p>REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION February 6, 2019 7 PM</p>

1. Call to order
2. Review/Approval of Agenda min. 5
3. Interested Citizens in the audience will be heard on items **NOT** on the Agenda & Public Correspondence received (2 minutes each) 10 min.
4. Approval of minutes: 10
min. a. 01/09/2019 Regular Meeting
b. 01/16/2019 Roessing Special Meeting
5. Old Business: 5 min.
a. Municode (Campbell) 5
b. February 20th Public Hearing (Campbell) min.
6. New Business: 50
min.
a. Planning for Resilient Coastal Communities, February 14, 2019, 6:00PM Listiak Auditorium 600 Elkenburg Street, South Haven MI.
b. Planning Commission activities/process:
i. Master Plan Update discussion (Adamson)
ii. Agenda *planning* for April 6, 2019 Joint Annual meeting with Casco Board (Liepe/Graff) iii. Public dialog/input (Graff) iv. Other
7. Report of Zoning Administrator (Ellingsen/Smalley) 5 min.
8. Report from Township Board representative (Graff/Campbell) min. 5
9. Report from ZBA representative (Hughes) 5 min.
10. Report from Water/Sewer representative (Adamson) min. 5
11. Public Comment (2 minutes each) min. 10
12. Adjourn

Planning for Resilient Coastal Communities

Joint Meeting

Thursday, February 14, 2019; 6:00 p.m.

Listiak Auditorium
600 Elkenburg Street
South Haven, MI 49090



City of South Haven

This meeting is a special joint meeting of the following:

Casco Township
Covert Township
City of South Haven
South Haven Charter Township

Presenters:

Mr. Harry Burkholder, Executive Director, Land Information Access Association (LIAA)

Dr. Richard Norton, University of Michigan Urban and Regional Planning

Ms. Ronda Wuycheck, Michigan Coastal Management Program Chief

AGENDA

1. Call to order
2. Introductory remarks by Ms. Ronda Wuycheck
3. Brief explanation of the University of Michigan/Michigan Tech University/LIAA research program by Dr. Richard Norton
4. Pre-presentation survey
5. Planning for Community Resilience – Dr. Richard Norton and Mr. Harry Burkholder
6. Revisiting pre-presentation questions
7. Adjourn

Respectfully Submitted,

Brian Dissette

South Haven City Manager

Michigan Township Services Allegan

Invoice

111 Grand
Allegan, MI 49010

Date	Invoice #
2/1/2019	3344

Bill To
Casco Township

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Zoning January 2019		
2	1/7 office hours		
2	1/8 office hours		
0.25	1/10 memo to ZBA to set meeting date		
0.25	1/14 memo Irene Wood, site plan review, many items needed to complete review		
2	1/15 office hours		
2	1/16 office hours		
2	1/16 Special Meeting Planning Commission		
0.5	1/17 Hugh McBride, 7221 Lakeview, called re: lot coverage and setbacks for new addition		
2	1/22 office hours		
2	1/23 office hours		
0.5	1/29 prepared public hearing notice for 2-20 PC meeting		
1	1/30 prepared and mailed PC packet for 2-20 special meeting		
0.25	1/31 Greenridge Realty, quest re: golf course for sale on Blue Star, allowed uses for new buyer		