

**PLAN COMMISSION
TOWN OF GRANT
MAY 22, 2013**

Present: Jim Wendels, Darcy Held, Lori Ruess, Sharon Schwab, Ron Becker, Marty Rutz and Julie Kramer.

Citizens present: Allen Witt, Randy Witt, Michael Witt, Mary Kiedrowski

Meeting called to order at 7:00 pm by Jim Wendels.

MARCH MINUTES

March minutes reviewed. Motion made by Ron, seconded by Lori to approve minutes.

WITT CUP

Allen Witt, Randy Witt and Michael Witt of ARM WITT dba “Witts Linger Longer” LLC presented their application for a Conditional Use Permit for short term recreational rental use of their cabin and property located at 8631 County W. The property is located in General Ag and has been operating for 7 seasons. Onsite parking can accommodate 3 trucks with trailers backed on to the lawn. The rental property generates minimal garbage/recycling. (Property pays transfer fees on tax bill.) Would (possibly) like to put a sign up and would need to go through the county because it would be located on a county road. The Plan Commission recommends the following conditions:

1. No parking allowed on County Highway W. All customers must park on owner’s premises.
2. A sign measuring ____’x____’ will be allowed. (Witt’s to get back to us on this.)
3. Residential waste and recycling generated from the rental property may be taken to the Transfer Station.
4. Maintain and provide proof of license as applicable from State or County agencies.
5. Fire extinguishers, fire alarms, CO detectors must be in compliance per Fire inspection by Grand Rapids Fire Department.

Ron Becker made a motion to accept the conditions, Darcy Held seconded the motion. All ayes.

CITIZEN INPUT

- Mary Kiedrowski shared a handout to use for consideration while working on the Driveway ordinance. See “A Bit of Grant History” handout about the fire back on 1977.
- Jim shared that he noticed a second driveway added to a property within the town.
- Marty observed a new driveway on Mill road that was put in without a culvert in a ditch that requires a culvert.

ZONING UPDATE

- There were 3 permits totaling \$95.
- The Smolareks will be rebuilding after a house fire last year.

DRIVEWAY ORDINANCE

The commission reviewed the updated ordinance and considered citizen input and made changes the following changes:

- SECTION 1, paragraph 3: All existing driveways are exempt except where the Town deems a traffic hazard, safety concern, or drainage issue may exist. If such condition exists, then enforcement of this ordinance may be required. Routine maintenance of an existing driveway is exempt.
- Add a diagram to 4.3: Approach grade.
- Added the definition for “Existing driveway”: “Existing driveway” is a driveway having been constructed and actively used.
- Reworded definition for “Routine maintenance”:
 - “Routine maintenance” is for the following existing surface types:
 - a) Asphalt:
 - Chip Sealing
 - Sealing cracks
 - Pothole repairs
 - Replacing damaged sections
 - b) Gravel/Earthen:
 - Top dressing
 - Filling potholes
 - Reshaping
 - Asphalt paving that does not alter the existing layout
 - c) Geometrics:
 - The grade line of the driveway within town road right of way shall not be raised or altered more than 1” above the original driveway surface elevation.
- SECTION 5.2.e: The driveway shall be a minimum of 15 feet from property lines of adjacent parcels. Agricultural driveways servicing field entrances may be constructed on the lot line provided maintenance thereof does not encroach onto neighboring property.
- SECTION 5.2.f: The driveway shall be located a minimum of 25 feet from the intersection as measured along the road right of way.
- Add a diagram to 5.2.f.
- SECTION 5.5.i: Change Agricultural Type of Driveway to 40’.
- SECTION 6.6: Resubmittal of Application: If an application for a Driveway Permit Application is denied by the Town board, no reapplication for a relatively similar Permit will be considered within 3 months of the denial.
- Driveway Permit Application Fee: \$25.
- Add needed diagrams to Driveway Permit Application.

TOWN BOARD REPORT

- Chris Murdott: Shoreland Zoning changes went to County board 5/21.
- Comprehensive Plan: Planned Unit Development, add to our Comp Plan.

Meeting adjourned at 10:10 pm. Motion made by Darcy, seconded by Lori.

Next meeting Wednesday, June 19, 2013, 7:00 pm. (Julie will be unable to attend.)

Next meetings Wednesday, July 24, 2013, 7:00 pm and August 21, 2013, 7:00 pm.

Minutes prepared by Julie Kramer
Plan Commission Secretary

ACTION ITEMS

Driveway ordinance action items for Jim: Add diagrams for Permit Application, Section 4.3, and SECTION 5.2.f.

Review handout about Updating Comprehensive Plan

Invite a Portage County Planning and Zoning representative to discuss updating our Comprehensive Plan.

Check into creating a logo for the Town of Grant.

Jim will forward Town of Hull Nuisance Ordinance to Plan Commission members.

Jim will contact Steve Bradley about pulling land out of exclusive ag.

Review Quarrying Ordinance to be sure we are in compliance with NR 135.32. (Print out all of NR 135 and review with our Quarrying Ordinance within the next 6 months.)

Update Quarrying Permit Process with NR updates.

Farmland Preservation: Contact Jeff Schuler to meet with us.