

APPROVED 6-4-14

Public Meeting of the Casco Township Planning Commission
May 14, 2014 - 6:00 PM

MEMBERS PRESENT: Bruce Barker, Daniel Fleming, Dian Liepe, Lewis Adamson, Paul Macyauski and Judy Graff

ABSENT: David Campbell was excused

STAFF PRESENT: Susan West, Recording Secretary

ALSO PRESENT: Alfred Ellingsen, Zoning Administrator and Patrick Hudson, Planner

1. **Call to Order and review of agenda.** Meeting was called to order at 6:09 pm. There were no changes to the agenda.
2. **Public Hearing on Zoning Ordinance Update** - Chairman Barker stated Ellingsen has went through the final draft of the revised Ordinance Book three times and that Attorney Bultje has also reviewed the final draft. Chairman Barker asked Hudson if he has reviewed the final draft and Hudson answered that he has not reviewed the final draft in its printed form but has reviewed all the changes made. Chairman Barker stated that he plans on attending the next Township Board Meeting to make a recommendation to the Board regarding the Ordinance Book.

Ellingsen stated that once adopted by the Township Board, he plans on making copies himself to save the expense of having them printed.

Macyauski asked why there is not a date on the cover sheet. Chairman Barker answered that there will be once the Township Board approves same.

Graff asked if the revised Ordinance Book is on the website. Ellingsen answered that it cannot be on the website until it is approved by the Township Board and has been noticed in the paper.

Macyauski asked if new maps will be provided for the Book. Ellingsen answered that there have not been changes to the maps and that the Planning Commissioners may put the provided copy of the Book into their folders now and he will provide the new dated cover sheet once approved.

Noting that the maps were dated 2008, Graff asked for confirmation that there have been no changes to same. Chairman Barker stated that it was in 2008 that the maps were revised.

3. **Public Comment, Correspondence; From, Date Received & Subject** – None
4. **Resolutions requiring Planning Commission action; Recommendation for Casco Township Board**
– Chairman Barker made a Motion that the Planning Commission make a recommendation to

the Township Board that they adopt the Zoning Ordinance Book as revised. Macyauski 2nd the Motion. All in favor. MSC.

Chairman Barker thanked Patrick Hudson and Alfred Ellingsen for all their work on the Ordinance Book.

Macyauski asked if the Commissioners will be receiving updated sections 4:07 and 4:08 for quick reference. Ellingsen stated that it will not be a part of the Ordinance Book, but that he will provide copies for the Commissioners.

Graff asked what "codification" means. Ellingsen answered that codification is when all the Township's Ordinances are in one book.

Chairman Barker asked who is responsible for maintaining the Ordinance Book when future amendments are made. Ellingsen stated that the Attorney presents the final draft. There is a company in Florida that can be hired to keep the Zoning Book updated and cleaned-up. Chairman Barker asked what the initial cost would be and Ellingsen answered \$10,000.00. Ellingsen further stated that as amendments are made, they would be sent to this company in electronic form and they would provide an updated disk. Fleming stated that it would seem that we shouldn't get to the point that we can't keep track of what we are doing. Macyauski stated that if this company was hired, the website would always be up-to-date. Graff stated that with the Township's limited number of employees, this service may be needed. Chairman Barker stated that with the Zoning Ordinance Book now being completed, it may be a good time to consider hiring this company because we would be starting fresh.

5. Public Comment - None

Motion to adjourn by Graff, 2nd by Fleming. All in favor, MSC. Meeting adjourned at 6:38 pm

Minutes prepared by Susan West, Recording Secretary