

Approved 9-11-13

Public Meeting of Casco Township Planning Commission  
Workshop on Updating Chapters 15 & 17 and Definitions  
Of the Zoning Ordinance Book  
August 26, 2013 - 6 PM

MEMBERS PRESENT: Bruce Barker, Dian Liepe, Daniel Fleming, David Campbell, and Judy Graff

ABSENT: Lewis Adamson and Paul Macyauski are excused.

STAFF PRESENT: Susan West, Recording Secretary

ALSO PRESENT: Patrick Hudson, Township Planner

1. Call to order and review of agenda – The meeting was called to order at 6:11 pm. There were no changes to the agenda
2. Workshop to amend Chapters 15 & 17 of the Casco Township Zoning Ordinance; update all definitions
  - A. Hudson provided the last 4 revised pages of the Master Plan. Chairman Barker will take these pages to Pat's Printing and have them copied and inserted into all available Master Plans.
  - B. The changes shown on the pages entitled Chapter 2 Definitions – Problems (Attachment 1) were accepted with the following changes:
    1. Delete the Average Grade section (this is on page 2-3 in the Zoning Ordinance Book)
    2. Keep the Grade, Average section, but entitle it Average Grade. Delete the diagram.
    3. Regarding the Frontage, Shoreline Section – Chairman Barker recommended that Hudson and Ellingsen re-work this section, including graph
    4. Sec. 2.17 P – Principal or Main Use – changes not needed
  - C. Graff proposed that a new definition be added for "Conditional Re-Zoning". Hudson will review and make a suggestion at next workshop. Section 21.09 of the Zoning Ordinance Book should be changed to: Zoning Agreements: Conditional Re-Zoning
  - D. Chairman Barker indicated that when it comes time to publish the Notice for changing these chapters, Chapter 3 should be included as well due to the movement of text from Sections 3.35 and 3.36. Graff stated that the published Notices in the paper are very confusing and may discourage the public from attending meetings. Chairman Barker suggested that mailing taxpayers a newsletter explaining the meetings could be considered.
  - E. The changes shown on pages entitled General Provisions and includes pages covering Chapter 15 (Attachment 2) were accepted with the following changes:
    1. Delete "Chapter 1" at top.
    2. Change the heading (located above SPECIFIC USE REGULATIONS) from Chapter 2 to Chapter 15.
    3. Section 15.01 PURPOSE should read as follows: Special uses are those uses of land which are not essentially incompatible with uses permitted in a zoning district, but possess characteristics or locational qualities which require individual review and discretion in order to avoid incompatibility with the character of the surrounding area, public services and facilities, and adjacent uses of land. Uses that are

permitted uses do not require individual review and discretion by the Planning Commission, but do require regulation and review by the Zoning Administrator. The purpose of this Chapter is to establish equitable procedures and criteria to be applied in the determination of requests to establish special uses and uses by right (permitted uses). The criteria for decisions, and the requirements provided for, under the provisions of this Chapter shall be in addition to those required elsewhere in this Ordinance, which are applicable to the particular use under consideration.

4. Hudson will confer with Elingsen regarding Sections 15.03 and 15.04. Possibly these Sections should be combined.
  5. In Section 15.04, II – correct spelling of freight.
  6. Section 15.04 L – Farm Markets: The words “ Farm Markets are subject to the GAAMPS – See Definition” should be added as a subtitle with no number under heading Farm Markets.
  7. Chairman Barker asked that everyone read the remainder of these pages for future discussion, if needed.
- F. The changes shown on pages entitled Suggested Text Revisions – August 2013 (Attachment 3) with respect to Chapter 17 were accepted with the following changes/suggestions:
1. Hudson will confer with Elingsen to confirm the wording he would like used in Section 17.02 J.
  2. Section 17.03 C14 (Final Site Plan Requirements) - #14 should read as follows:  
Existing zoning and use of all properties abutting the subject property.
- G. Chairman Barker stated that we have covered all items contained in Attorney Bultje's July 11, 2013 Memo and Hudson confirmed.
- H. Another workshop on these Sections will be held on September 18, 2013 at 6:00 pm. Hudson will have new pages containing these changes for this meeting.
- I. Graff reported on the new Cell Phone Tower Ordinance. Once a request is made, a decision must be made within 60 days or the request will automatically pass. Hudson will review this matter.

8. Public Comment Correspondence; From, Date Received & Subject - None

9. Resolutions requiring Planning Commission action; none required

10. Public Comment - None

Motion to adjourn by Graff, seconded by Liepe. All in favor, MSC. Meeting adjourned at 8:35 PM.

The September Planning Commission Meeting will be Wednesday, September 11, 2013 at 7:00 pm

A Workshop on Chapters 15 & 17, and Definitions will be held Wednesday, September 18, 2013 at 6:00 pm

Minutes prepared by Susan West, Recording Secretary

Attachment(s): Chapter 2 Definitions – Problems (Attachment 1)

General Provisions, which includes pages covering Chapter 15 (Attachment 2)

Suggested Text Revisions – August 2013 (Attachment 3)

Suggested Text Revisions – August 2013 (Attachment 3)