

REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION
April 17, 2019
IMMEDIATELY FOLLOWING SPECIAL MEETING

Members Present: Chairman David Campbell, Vice Chair Dian Liepe, Secretary Lewis Adamson, Board Representative Judy Graff, ZBA Representative Dave Hughes and PC member Greg Knisley

Absent: Dan Fleming

Staff Present: Janet Chambers, Recording Secretary, Zoning Administrator Tasha Smalley, Supervisor Alan Overhiser and Trustee Paul Macyauski

Also Present: Interested citizen Mary Campbell

1. **Call to order:** The meeting was called to order 6:43 PM.
2. **Review/Approval of Agenda:** The agenda (Attachment #1) was reviewed. Graff added “*Zoning Ordinance Changes*” to Old business 6 D.

A motion was made by Liepe, supported by Adamson to approve the agenda. All in favor. MSC.

3. **Interested Citizens in the audience will be heard on items NOT on the Agenda & Public Correspondence received:** There were no public comments. Chairman Campbell read an email from John Barkley (Attachment #2) to Campbell and Graff thanking them for a change to PC agendas allowing public comments prior to the Planning Commission deliberation and decision making.

4. **Approval of minutes:**

- a. **03/20/2019 Regular Meeting:** Graff made a motion to approve minutes of March 20, 2019, supported by Hughes. All in favor. Minutes approved as printed.
- b. **03/27/2019 Special Meeting (The Fields Campground):** A motion by Liepe, 2nd by Knisley to approve minutes from the Special meeting on 3/27/2019.

Hughes asked what happened on easement issue. Zoning Administrator Smalley said nothing has been done yet, the property owners are working on it.

Chairman Campbell asked that more supporting documentation from the meeting be added as attachments. All in favor. Minutes approved with additional attachments.

5. **Calendar review**

- a. **Review Revised Calendar 03/20/2019:** Chairman provided a new copy of the calendar and email revised 3/20/2019 (Attachment #3).

Smalley said she does not have anything for May 22. The next possible special meeting will be July 24th.

6. **Old Business:**

- a. **Public Comment on Old Business items:**
- b. **Municode update (Smalley):** Zoning Administrator Smalley said she has provided everything Municode needs to get the Zoning Ordinance on Municode in a searchable format. It is presently online in PDF format. Currently they are working on the Zoning Ordinance only.

Supervisor Overhiser added other police ordinances such as STR and noise ordinances will be added when they are ready.

Chairman Campbell said the Zoning Ordinance will probably be ready in July or August and hard copies will be given to boards and committees. Smalley will get a target date from Municode to report to the PC at the next meeting.

- c. **Exterior Lighting Ordinance Update (Smalley):** Chairman Campbell said the PC got a copy of the Saugatuck lighting ordinance (Attachment #4). Campbell noted that enforcement is all complaint driven. Smalley will look at other township's lighting ordinances and with that and her own ideas come up with something for the PC to look at.
- d. Graff provided commissioners with a list of changes that need to be made in the zoning ordinance (Attachment #5).

The first item is concerning storm water retention for new construction. There have been problems with new constructions building up the ground elevation and water drains onto neighbors. Graff added this should be a priority on the list.

Smalley has wording from other municipalities (Attachment #5) and has ideas of how to solve this problem through a zoning ordinance. Smalley said the reason for this problem is because in the past the building codes handled this. It was taken out of the building code books in 2000. Many townships changed their Zoning Ordinances to cover it, but Casco does not have an ordinance to regulate it. Some municipalities have code to cover preconstruction, construction and after construction code.

Another item on Graff's list is the number of guests allowed in Bed & Breakfasts. The State only allows 9 guests plus 1 owner. Casco's Zoning Ordinance allows 10 guests, plus owner.

Adamson said it would be good to look at the whole set of standards rather than just change one thing. Maybe it could be streamlined to say "meet state codes". The most restrictive between State Building Codes and Casco Zoning Ordinance would be met.

The 3rd item on Graff's list is to simplify site plan reviews for existing structures. Graff asked Smalley for recommendations on this. Commissioners agreed there might be better ways to streamline.

Smalley said Casco's Zoning Ordinance is very good. The ordinance gives the Zoning Administrator the right to waive items. It gives room for the ZA to not require drainage be shown on the Site Plan if drainage is not needed. It is the ZA's job to make sure the Site Plan is complete. Standards are met when commissioners get the packet. Subjective things like impact on neighborhood are up to the Planning Commission. Smalley does not think every item needs to be read at a meeting if it does not apply to the project. If the PC feels the public needs to know what the standards are, a copy or copies of the standards could be available for the public at the meeting. Possible solutions PC members came up with is projecting the site plan on a screen for the public to see, a copy of the site plan could be taped on the wall, and having copies of the standards available for anyone who wishes to look at them.

Hughes said it is a good idea to have the information available for the public. He added it is helpful to visit the site prior to a hearing.

Smalley said when an applicant signs the application, they are giving permission for the commissioners to visit the site.

The 4th item on Graff's list is in Section 17.03C #1 "Use of Land" needs clarification. In the past the PC has required the Site Plan to show neighboring property, buildings and districts. Discussion ensued about additional cost or burden being put on an applicant to show all buildings within ¼ mile. That could be a significant amount of buildings. After discussion it was

suggested that the site plan could require showing the location of buildings within 500' or 300', and only the district within ¼ mile.

Discussion ensued about how to make changes to the ordinance once it is completed on Municode. It was decided that if there is an update to the zoning ordinance, it should be a massive update to avoid having changes made to Municode frequently.

Another item under #4 on Graff's list is 17.03C 18 Easements. Graff said we should be clear if there are any easements. We represent everyone when reviewing a SLU, not just the applicant. Some commissioners said it is out of the PC's hands to solve an easement issue if it is not recorded.

Other items that might be added to Graff's list are things like Julie Cowie's telecommunications towers for Rural Gig. Wineries are another item that needs to be added to the ordinances. In the past, wineries have been approved as an ancillary use of a farm market. There needs to be a Winery Ordinance.

It was agreed that #1 on Graff's list, water drainage, is a priority. It was also decided that as a committee, they will maintain a list like Graff's, adding to the list as needed and assessing priority.

Knisley asked about items Graff brought up several times in the last year. There were items that were different in the 2014 version of the zoning ordinance from the 2016 version. There was nothing in the change log to indicate the change should have been made. It was in section 3.28 Non-conforming lots of record.

Graff said she has given up on that discrepancy being explored.

It was agreed that Smalley will update Graff's list and a list will be kept in the future and brought to all meetings.

7. New Business:

a. Public Comment on New Business items: None

- b. Annual meeting (April 6th) with Casco Board (Campbell):** Chairman Campbell said the meeting went well and several significant issues were discussed. We will be reviewing the minutes at the May meeting and in the interim the process of updating the Master Plan. Campbell said he and Supervisor Overhiser have talked about budgeting and the process and one conclusion was that a survey is an important part of it.

Smalley suggested the PC will need to hire a planner. Smalley stated she is not a planner. She could help a little but is not the person to facilitate writing a Master Plan.

c. Planning Commission activities/process:

- i. Site Plan Review Process, Chapters 15 & 17 ZO Manual (Campbell/Smalley):** This has been covered by Graff earlier under 6 D.

Smalley said she did not recommend making changes to the Zoning Ordinance and the Master Plan at the same time. There could be some work done on the Zoning Ordinance while waiting for the survey results.

- ii. Activities/process – other:** Chairman Campbell said they have been working on getting all the minutes on the website. Discussion ensued on how to handle this. Smalley said the Recording Secretary should continue handling the approved minutes as she has been, and she will follow up to be sure they are posted.

8. **Report of Zoning Administrator (Smalley):** Smalley presented commissioners with a Douglas Storm Water Drainage Ordinance (Attachment #5). Smalley also provided a summary of her hours of service (Attachment #6).

9. **Report from Township Board representative (Graff):** Graff gave highlights of the last Board Meeting:

- Judge Baker from Allegan Co. said they have assistance for civic court cases. Information will be on the website. It is a free service for people who can't afford or don't know how to handle legal problems.
- The Parks Committee is planning improvement to 1st Street stair area. It should be completed by June 1st.
- The memorial bench for Murdock should be done by June 1st.
- Dave Henry passed away
- South Haven fire drill was very successful
- SHAWSA is taking over the Miami Park sewer system
- The seniors program received an \$800 donation
- They approved an estimate for paving a section of 107th.
- They are working on an off-road vehicle ordinance and will have a public hearing
- Miami Park drain update – A meeting was held in March with residents in attendance. The plan is to divert the water eastward, so it drains to existing drain instead of draining it off the bluff
- A bid has been approved for the sale of property the township is selling in Scotsonia
- A drain repair on 109th between 62nd and 64th needs to be done
- The blight ordinance has been updated and approved.
- The fiscal budget will be ready for the annual meeting for public approval
- Tasha Smalley is now Zoning Enforcement Officer as well as Zoning Administrator
- It was decided 3 years ago that wages would be reviewed. It was decided to increase wages 2.4% for elected officials and staff.

10. **Report from ZBA representative (Hughes):** There was a meeting March 28th for a variance request from Elliott to build a house on Adams Rd. off Blue Star. It was a non-conforming lot of record. It was an extremely shallow lot on the bluff. The DEQ granted Elliott a variance that resulted in 60' from the bluff instead of 100'. He requested a front yard setback. His plan was well thought out. The variance was approved. There will be a meeting on May 2nd for a variance to build a garage in Glenn Shores. The applicant will need a 5' setback from his two side yards.

11. **Report from Water/Sewer representative (Adamson):** No meetings

Supervisor Overhiser said Miami Park residents have requested to have SHAWSA take over their private system. They had already hooked up to the public system but maintained the distribution lines. They would now like SHAWSA to take over all the system including the distribution lines.

12. **Adjourn:** The meeting was adjourned at 8:00 PM.

Attachment #1: Agenda

Attachment #2: John Barkley email, Re Public Comment,

Attachment #3: Calendar updated 3/20/2019 with email from Campbell

Attachment #4: Saugatuck Lighting Ordinance

Attachment #5: Graff's list of Zoning Ordinance changes needed

Attachment #6: Douglas Stormwater Drainage Ordinance

Attachment #7: Summary of Zoning Administrator hours

Minutes prepared by Janet Chambers, Recording Secretary+

Attachment #1

REGULAR MEETING OF CASCO TOWNSHIP PLANNING COMMISSION
April 17, 2019
Immediately Following Special Meeting

1. Call to order
2. Review/Approval of Agenda 5 min.
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. 03/20/2019 Regular Meeting
 - b. 03/27/2019 Special Meeting (The Fields Campground)
5. Calendar review 5 min.
 - a. Review Revised Calendar 03/20/2019
6. Old Business:
 - a. Public Comment on Old Business items (2 minutes each) 10 min.
 - b. Municode update (Smalley) 5 min.
 - c. Exterior Lighting Ordinance Update (Smalley) 10 min.
7. New Business:
 - a. Public Comment on New Business items (2 minutes each) 10 min.
 - b. Annual meeting (April 6th) with Casco Board (Campbell) 15 min.
 - c. Planning Commission activities/process:
 - i. Site Plan Review Process, Chapters 15 & 17 ZO Manual (Campbell/Smalley) 5 min.
 - ii. Activities/process - other 5 min.
8. Report of Zoning Administrator (Smalley) 5 min.
9. Report from Township Board representative (Graff) 5 min.
10. Report from ZBA representative (Hughes) 5 min.
11. Report from Water/Sewer representative (Adamson) 5 min.
12. Adjourn

Attachment #2

From: jmbarkley1@aol.com
Subject: Re: Casco Twp PC Agenda for April 17th Regular Meeting
Date: April 17, 2019 at 3:16 PM
To: graffj@i2k.com, davecmich@yahoo.com

Dave and Judy,

Am just starting to get over a very bad cold and do not want to share it with others so will not be able to attend the PC meeting tonight.

However I do want to thank you both for revising the PC Meeting agenda format to allow public comment/suggestions prior to Planning Commission deliberation and decision making.

Thanks again and have a great meeting !

Best regards,
John Barkley

-----Original Message-----

From: Judy <graffj@i2k.com>
To: Judy <graffj@i2k.com>
Sent: Sat, Apr 13, 2019 11:24 am
Subject: FW: Casco Twp PC Agenda for April 17th Regular Meeting

-----Original Message-----

From: David Campbell [mailto:davecmich@icloud.com]
Sent: Saturday, April 13, 2019 7:52 AM
To: David Campbell Sr; Dian Liepe; Lou Adamson; Dave Hughes; Dan Fleming;
Greg Knisley; graffj@i2k.com
Cc: mtsallegan@frontier.com; Casco
Subject: Casco Twp PC Agenda for April 17th Regular Meeting

Dear all,

Attached is the PC agenda for our April 17th Regular Meeting. This meeting will follow the Special Land Use Meeting that begins at 6PM. The Zoning Administrator has previously distributed the agenda for that meeting.

Attachment #3 (2 pages)

From: **David Campbell Sr.** davecmich@yahoo.com
Subject: **Casco Twp Revised PC Calendar**
Date: **April 3, 2019 at 12:02 AM**
To: davecmich@yahoo.com, **Dian Liepe** liepe@msu.edu, **Lou Adamson** lou@lasrpm.com, **Dave Hughes** dhughes@shps.org, **Dan Fleming** securingtheblessings@gmail.com, **Greg Knisley** gknisley@comcast.net, graffj@i2k.com
Cc: mtsallegan@frontier.com, **Casco** janetchambers.casco@yahoo.com

Dear all,

Attached is the revised 2019 PC calendar reflecting the Special Meeting that has been scheduled for April 17, 2019 beginning at 6PM, followed immediately by our April Regular Meeting. The need for this Special Meeting was discussed at our March 20th meeting and noticed in the South Haven Tribune on 03/31/2019 to consider the application for a Special Events Venue at 6895 107th Street, South Haven Michigan requested by the applicant, Irene Wood.

On a related calendar revision matter, the draft minutes of our March 20th regular meeting indicates some Commissioner(s) apparently question "whether everyone had the revised calendar of January 9th". A review of our minutes of the January 9, 2019 regular meeting reveals "Commissioners discussed changes to the 2019 PC Calendar (attachment #2), which were made to accommodate the new Zoning Administrator Tasha Smalley A motion by Kinsley, supported by Liepe to approve the new calendar (dated 1/09/2019). All in favor. MSC". Please note all Commissioners and the Recording Secretary attended the meeting and all Commissioners voted in favor.

2019 Revised
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David R. Campbell Sr., Chair
Casco Twp Planning Commission

Casco Township

Planning Commission

2019 Revised Calendar
3/20/2019

Month	Regular Mtg*	Special/Public Mtg**	Annual Mtg***
January	9th	(16th)****	
February	6th	(20th)****	
March	20th	27th	
April	17th	17th	6th
May	15th	22nd	
June	19th		
July	17th	24th	
August	7th		
September	18th	25th	
October	16th		
November	20th	25th	
December	18th		

- *Regular meetings are scheduled for 3rd Wednesday of month. **Bold dates for February & August are 1st Wednesday and January 9th is the 2nd Wednesday** . All regular meetings will start at 7PM.
- ** Special/Public Hearings will be determined by PC Chair & Zoning Administrator based on PC criteria with required paper advertising and posting on Casco Website as needed. All Special Meetings will start at 6PM. The dates in this column are tentative until need is determined, PC members please hold these dates open at this time for possible scheduling.
- *** Focus of meeting will be PC operating procedures, minutes review, etc.
- ****To be determined by PC Chair & Zoning Administrator based upon applications/Board request in hand by December 17th, 2018 for a special/public hearing.

- (a) *Purpose.* It is the purpose of this section to regulate outdoor lighting in order to reduce or prevent light pollution. This means to the extent reasonably possible, glare and light trespass will be reduced or prevented, energy will be conserved, and safety and security will be promoted. This section will ensure the aesthetically appropriate outdoor lighting in keeping with the natural character of the township.
- (b) *Definitions.* The following words and terms related to outdoor lighting are defined as follows:
- (1) *Lamp or Bulb* means the light-producing source installed in the socket portion of a Luminaire.
 - (2) *Luminaire or Fixture* means a complete lighting unit including the Lamps or Bulbs, together with the parts required to distribute the light, to position and protect the Lamps, and to connect the Lamps to the power supply.
 - (3) *Light Pollution* means general sky glow caused by the scattering of artificial light in the atmosphere and resulting in decreased ability to see the natural night sky.
 - (4) *Glare* means the brightness of a light source that causes eye discomfort.
 - (5) *Disabling Glare* means lighting that impairs visibility and creates a potentially hazardous situation for either pedestrians or motorists.
 - (6) *Nuisance Glare* means light that creates an annoyance or aggravation but does not create a potentially hazardous situation.
 - (7) *Light Trespass* means light emitted by a Luminaire that shines beyond the property on which the Luminaire is installed.
 - (8) *Shielding* means that a Fixture above the horizontal plane running through the lowest point of the Fixture where light is emitted but emits no light rays.
 - (9) *Accent Lighting* means any directional lighting, which emphasizes a particular object or draws attention to a particular area.
 - (10) *Spotlight or Floodlight* means any Lamp that incorporates a reflector or a refractor to concentrate the light output into a directed beam in a particular direction.
- (c) *General requirements.*
- (1) All outdoor lighting Fixtures installed on private and public property after the effective date of this section shall comply with the general standards listed below. This section does not apply to interior lighting. However, overly bright inside light emitted outdoors from any Structure will be subject to control by this section if it is determined by the Zoning Administrator that it creates a Nuisance Glare or a Disabling Glare as defined by this section.
 - (2) All exterior lights and illuminated Signs shall be designed, located, installed and directed in such a manner as to prevent objectionable Light Trespass and Glare across the property lines and/or Disabling Glare at any location on or off the Lot. The "maintained horizontal luminance recommendation" set by the Illuminating Engineers Society of North America (IES) shall be observed. (See "LIGHTING TABLE".)
 - (3) All outdoor lighting Fixtures existing and legally installed and operative before the effective date of this section are exempt from these requirements unless they are determined to create a Nuisance Glare or a Disabling Glare. When existing lighting Fixtures become inoperable, their replacements are

subject to all the provisions of the section.

- (4) When an existing Fixture is replaced, the replacement Fixture shall meet the requirements of this section.
 - (5) The Zoning Administrator shall administer compliance with this section.
 - (6) In the event of a conflict with any other section of this chapter, the more stringent requirement shall apply.
 - (7) All governmental agencies which operate within the township are required by the township to comply with these provisions.
- (d) *Exemptions.* The following are exempt from the provisions of this section:
- (1) Traffic control signals and devices;
 - (2) ~~Streetlights installed prior to the effective date of this section;~~
 - (3) Temporary emergency lighting (e.g. fire, police, repair workers);
 - (4) Moving vehicle lights;
 - (5) Navigation lights (e.g. pier heads, radio/television towers);
 - (6) Lighted Signs that conform to this chapter;
 - (7) Seasonal decorations with individual lights in place no longer than 60 days;
 - (8) Special situations approved by the township for temporary or periodic events (e.g. festivals, fairs, fiestas, carnivals, night-time construction);
 - (9) Covered porch lighting on Single-Family, Two-Family, or Multi-Family Dwellings provided that each outdoor light Fixture does not exceed 150 watts (2,220 lumens output);
 - (10) Security lights of any wattage that are controlled by a motion-sensor switch and which do not remain on longer than ten to 12 minutes after activation;
 - (11) Up lighting of the American flag; and
 - (12) Up lighting of ornamental foliage.
- (e) *Submittals.* ~~Applications for Building Permits or applications for review by the Planning Commission, which~~ includes the installation of outdoor lighting Fixtures for new construction, shall provide evidence of compliance with the requirements of this section. The submittal shall contain the following information submitted as part of the site plan to the Zoning Administrator for approval:
- (1) Plans indicating the location, type, and height of Luminaires including both Building and ground-mounted Fixtures;
 - (2) A description of the Luminaires, including lamps, poles or other supports and Shielding devices, which may be provided as catalogue illustrations from the manufacturer;
 - (3) Photometric data, such as that furnished by the manufacturer, showing the angle of light emission; and
 - (4) Additional information as may be required by the Zoning Administrator in order to determine compliance with this section.

Applications for projects where any single outdoor light Fixture not used for landscaping or foliage illumination exceeds 150 watts (2,220 lumens output) shall be required to comply with subsection (1) above. (See section below for landscaping and foliage illumination.)

(f) *General standards for all Commercial and industrial zoned districts.* The following general standards shall apply to all outdoor lighting in Commercial and industrial zoned districts, installed after the effective date of this section and not exempted above.

- (1) Outdoor lighting must be hooded, shielded, and/or aimed downward. Examples of acceptable and unacceptable Light Pollution control, Shielding and hooding are shown in figures included in this section.
- (2) The hood or shield must mask the direct horizontal surface of the light source. The light must be aimed to insure that the illumination is only pointing downward onto the ground surface, with no escaping light permitted to contribute to sky glow by shining upward into the sky.
- (3) Any bright light shining onto adjacent property or Streets, which would result in a Nuisance Glare or a Disabling Glare, shall not be permitted. Light Trespass beyond property boundaries or above the horizontal plane shall be considered non-compliant with this section.
- (4) Existing Fixtures may be adapted to comply with this section by adding a properly designed hood or shield, or by pointing any upward-mounted, shielded Fixture downward onto the ground surface.
- (5) All outdoor lighting Fixtures shall be designed, installed, located and maintained such that Nuisance Glare onto adjacent properties or Streets shall be minimized and all direct illumination kept within the boundaries of the Lot where located.
- (6) This section may be enforced on the basis of a formal complaint filed in writing to the Zoning Administrator.
- (7) Accent Lighting, when so approved, shall be directed downward onto the Building or object and not toward the sky or onto adjacent properties. Direct light emissions shall not be visible above the roof line or beyond the Building edge.
- (8) Spotlights on landscaping and foliage shall be limited to 150 watts (2,220 lumens output). The lamp shall be shielded and not create Disabling or Nuisance Glare.

(g) *General standards for residential and agricultural zoned districts.*

- (1) All outdoor lighting Fixtures shall be designed, installed, located and maintained such that Nuisance Glare onto adjacent properties or Streets shall be minimized and all direct illumination kept within the boundaries of the Lot where located.
- (2) This section may be enforced on the basis of a formal complaint filed in writing to the Zoning Administrator.

(h) *Further restrictions.* The township reserves the right to further restrict outdoor lighting including, but not limited to, searchlights for special events, quartz lighting, laser lights, pole height, and level of illumination, when it is deemed to be in the best public interest in keeping with the stated purpose of this chapter.

LIGHTING TABLE

Maintained Horizontal Luminance Recommendations

Planning Comm. members,

Below is a list of ZO changes needed, several from 2018:

1. Storm water retention for new home construction. Re: water problems to neighbors.
2. Bed & Breakfast: State law allows 9 guests plus 1 proprietor. Casco zoning allows 10 + 1 proprietor.
3. Simplify Site Plan Reviews for existing structures. Don't need detailed review, only what ZA recommends be reviewed. Still need SLU if use is not permitted in district.
4. 17.03C:
#1. "use of land" needs clarification. We have required the Site Plan to show neighboring property, buildings and districts to understand immediate use. This isn't clear to ZA.

#18: easements: "meets" based on what? How to consider neighbor's easements.?
5. Winery: need to add as Special Use because it is not a 'farm market'.
6. Telecommunications: bring up to today's technology. Re: Julie Cowie's Rural Gig request for small towers on homes for high speed internet connection.

I think #1 above is a priority.

I recommend that Tasha, ZA, analyze the list and provide us with draft changes to consider.

Because the PC seemed to support #1 as a priority, Tasha: please give us a draft of what changes you recommend to Casco ZO, if possible, before the May PC monthly meeting. Thank you.

Judy

Douglas Stormwater Drainage Ordinance
Attachment #6
3 pages

- b) The Zoning Administrator shall not issue a Zoning Permit for any land use which requires any other agency, county, state, or federal permit(s), until such permit(s) has been obtained and satisfactory evidence has been submitted verifying the acquisition of the necessary permits.
- c) The City may require mitigation measures be taken to replace those resources disturbed or destroyed by a land use, or to otherwise lessen the impact of a new land use upon natural resources and sensitive areas.

3) Clearing of a Site: It shall be unlawful for any person, individual, partnership, corporation, association or other legal entity to engage in land clearing of any site, parcel, or lot within the City without first receiving an approved Zoning Permit. To do so constitutes a violation of this Zoning Ordinance. Stripping and removal of topsoil from the site is prohibited. Land clearing means: The removal of vegetation from any site, parcel or lot in an amount greater than ten thousand (10,000) square feet in size or the removal of more than 20 trees more than six (6) inches in diameter at breast height within fifty (50) feet of a public street or approved private road, except when land is cleared and cultivated for bona fide agricultural or garden use in a district permitting such use. Mowing, trimming or pruning of vegetation to maintain it in healthy, viable condition is not considered clearing.

4) Grading and Filling: In order to protect adjacent properties, public roads, public water courses, and to provide for adequate drainage of surface water, the following rules shall apply to all construction activities requiring permits pursuant to this Ordinance.

- a) Flow Restrictions: The final grade surface of ground areas surrounding a building or structure shall be designed and landscaped such that surface water flow away from the building or structure and is managed in a manner which avoids: increased flow onto adjacent properties or public roads, the erosion or filling of a roadside ditch, the blockage of a public water course or the creation of standing water over a private sewage disposal drainage field.
- b) Elevation Restrictions: Filling with earth or other materials of a parcel of land to an elevation above the established grade of adjacent developed land is prohibited without the expressed written approval of the City Engineer and Zoning Administrator.
- c) Natural watercourses which provide drainage from or through a proposed site shall be maintained in a natural state, or as an open grass swale, unless design flow clearly warrants the enlargement of the watercourse or deepening of the drain. The installation of underground pipes or tile drains is discouraged except when necessary for the purpose of public safety.
- d) See also the requirements of Section 16.22 (3)

2908.2 Existing drainage nuisances: Any surface or roof drainage which creates a structural or health hazard, or any other nuisance, to the owners or occupants of adjacent premises, or to the public by reason of discharge into, onto or across any adjacent building, premises or public thoroughfare, shall be abated by the owner of the improperly drained area. The code official shall require the drainage to be disposed of in accordance with the provisions of the plumbing code listed in Chapter 35.

2908.3 Soil and vent stacks: Soil and vent stacks in existing buildings shall comply with Sections 2908.3.1 through 2908.3.3.

2908.3.1 Extension above new building: Where a new building is erected higher than an existing building, windows or other wall openings shall not be located nearer than 10 feet (3048 mm) to an existing soil or vent stack on the lower building unless the owner of the new building makes the necessary provision to extend such soil or vent stacks to a height of not less than 2 feet (610 mm) above the topmost opening at said owner's expense with the approval of the adjoining owner.

2908.3.2 Extension above existing buildings: Where the existing adjoining building is of greater height than the new building, the owner of the structure of greater height shall not extend any new soil, waste or vent stacks which are located within 20 feet (6096 mm) of the common lot line to a level above the higher existing roof without the consent of the owner of the new structure.

2908.3.3 Exemption: Approved fixed fire window assemblies that comply with the provisions of Chapter 7, where permitted in lot line walls, shall not be deemed wall openings within the meaning of this section.

4. Exceptions to Height Regulation: The height limitations contained in this Ordinance do not apply to spires, belfries, cupolas, antennae, water tanks, ventilators, chimneys, or other appurtenances usually required to be placed above the roof level and not intended for human occupancy.

D. Accessory Buildings

Accessory buildings except as otherwise permitted in this Ordinance, shall be subject to the following regulations:

1. Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to all regulations of this Ordinance applicable to main building.
2. Accessory building shall not be erected in any required yard, except a rear yard.

E. Existing Drainage Nuisances [added 11-11-04]

Any surface or roof drainage which creates a structural or health hazard, or any other nuisance to the owners or occupants of adjacent premises, or to the public by reason of discharge into, onto or across an adjacent building, premises or public thoroughfare, shall be abated by the owner of the improperly drained area. The code official shall require the drainage to be disposed of in accordance with the provisions of the plumbing code listed.

4.4 **MOTOR HOMES, CAMPERS, RECREATIONAL VEHICLE TRAILERS AND POOLS**

- A. The parking of a travel trailer, motor home or camper trailer when in use or occupied for periods exceeding twenty-four (24) hours on lands not approved for such use shall be expressly prohibited, except that the Zoning Administrator may extend temporary permits allowing the parking of said travel trailer, camper trailer or motor home in a rear yard on private property, not to exceed a period of two (2) weeks. All travel trailers, camper trailers, or motor homes parked or stored shall not be connected to sanitary facilities.
- B. The open storage of any recreational vehicle such as but not limited to: truck camper bodies, snowmobiles, boats, motor homes, camper trailers, travel trailers, all terrain vehicles, etc., shall be permitted only within the confines of the rear yard and shall further respect the requirements of this Section applicable to accessory buildings, insofar as distances from principal structure, lot lines and easements are concerned.
- C. The open storage of utility trailers, boat trailers and other similar conveyance shall be permitted only within the confines of the rear yard and shall further respect the requirements of this Section applicable to

Attachment #7 (2)
 Michigan Township Services Allegan

~~Invoice~~

111 Grand
 Allegan, MI 49010

Date	Invoice #
4/8/2019	3376

Bill To
Casco Township 7104 107th Ave South Haven MI 49090

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
0.5	Zoning March 2019 3/4 public hearing notice for meetings on Mar 27 & 28	48.00	24.00
2	3/5 office hours	48.00	96.00
2	3/5 Planning Commission packet Mar 27 meeting and ZBA packet for Mar 28 meeting	48.00	96.00
0.5	3/11 Tom Peterson, came into MTS office to discuss and look at plan for proposed campground on 68th St	48.00	24.00
0.25	3/11 Tom Merry, more land div questions 66th St	48.00	12.00
2	3/12 office hours	48.00	96.00
0.5	3/13 Eleanor Jordan, packet regarding all allowed development 199 72nd St	48.00	24.00
0.25	3/18 Liz Engel, 11 Cherry, zoning	48.00	12.00
0.25	3/20 Mike, Apex Appr, 1072 64th, zoning	48.00	12.00
2	3/19 office hours	48.00	96.00
1	3/19 ZBA packet for Apr 11 meeting	48.00	48.00
1.5	3/20 Planning Commission meeting	48.00	72.00
0.75	3/21 create public notice to publish for text adoption, Rec Marij and height	48.00	36.00
2	3/26 office hours	48.00	96.00
0.5	3/27 Kevin stufflebeam, 58 North Shore, variance questions	48.00	24.00
Total			

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P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
0.5	3/27 Special Events Venue plan review 6895 107th	48.00	24.00
1.5	3/27 Planning Commission meeting	48.00	72.00
1	3/28 ZBA meeting	48.00	48.00
Total			\$912.00