

APPROVED 12-4-13

Regular Meeting of the Casco Township Planning Commission
November 13, 2013 - 7:00 PM

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

ABSENT: Paul Macyauski and Lewis Adamson were excused

STAFF PRESENT: Susan West, Recording Secretary

1. **Call to Order and review of agenda.** Meeting was called to order at 7:41 pm. There were no changes to agenda.
2. **Approval of minutes of 10/9/13 - Regular Monthly Meeting & 10/23/13 - Public Hearing on Zoning Ordinances Chapters 15 & 17 and Definitions.** Motion by Fleming, supported by Campbell to approve the Minutes of the October 9, 2013 meeting as written. All in favor, MSC. Motion by Fleming, supported by Campbell to approve the Minutes of the October 23, 2013 Public Hearing as written. All in favor, MSC.
3. **Public Comment & Correspondence - none**
4. **Report from the Township Board Representative –** Graff reported on the following from the October 21, 2013 Board Meeting:
 - A. A County Dispatcher gave updates on the 911 system and reported that a proposed millage for same will be on the ballot in August, 2014.
 - B. The Board had discussions regarding the police proposal and various comments were made.
 - C. A new cemetery software will be installed in the future.
 - D. A contract was approved with respect to the building of stairs for the Nature Preserve. All bids were over budget. The stairs should be mostly completed by the end of this year and opening is scheduled for spring, 2014. Graff indicated concern on the cost of this project and that large amounts of money have been borrowed from the general fund. A decision should be received in the near future with respect to an application for additional grant money. There was discussion regarding the need for more parking. Fleming stated that more parking is not an immediate need. Chairman Barker stated that additional parking was a condition of the Planning Commission's approval, but that no deadline was given.
 - E. The South Haven Hospital has received two national awards: 1. Hospital of the Year for 2013 Customer Service and 2. A Top Quality Award.
5. **Report from the ZBA representative – None**
6. **Report from Water/Sewer representative - None**

7. Old Business-Review Public hearing on Zoning Ordinance – At the next Casco Board Meeting, Chairman Barker will advise the Board that the Planning Commission has passed a Motion recommending that the Board adopt all final amendments made to the Zoning Ordinance Book, upon attorney's approval.

8. New Business:

1. The 2014 Planning Commission Calendar was reviewed.
2. Chairman Barker stated that an Aldi Store will be built in South Haven Township and that should have a big impact on the water and sewer numbers.
3. The Planning Commission will need to review the maps within the Zoning Ordinance Book. This won't be started until after the first of the year.
4. Chairman Barker was contacted by Alfred Ellingsen regarding a proposed wholesale winery / home business on 64th Street, near the cemetery. A meeting will be held on this matter on December 11, 2013 at 6:00 pm.

5. Public Comment: none

Final Comments from the Planning Commissioners:

1. Fleming referred to the Purpose section of the Zoning Ordinance Book on page 1-1 and wondered if we can really do all the things the Zoning Ordinance Book intends and wonders what things have been done that this Zoning Ordinance Book did not intend to happen.
2. Liepe stated that she is thrilled that we have reached such a milestone in finalizing the draft of the updated Zoning Ordinance Book and that it has been a good learning experience.
3. Campbell stated that he is pleased with the way things have gone this year and that Chairman Barker is doing an excellent job.
4. Graff stated that it is nice to end the year with such a major accomplishment and that she agrees that Chairman Barker is doing a great job.

Next Meeting: Regular Meeting on December 4, 2013 at 7:00 pm

Meeting on proposed 64th Street wholesale winery on December 11, 2013 at 6:00 pm

Motion to adjourn by Graff, 2nd by Fleming. All in favor, MSC. Meeting adjourned at 8:16 pm

Minutes prepared by Susan West, Recording Secretary

APPROVED 1-15-14

Regular Meeting of the Casco Township Planning Commission
December 4, 2013 - 7:00 PM

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

ABSENT: None

STAFF PRESENT: Susan West, Recording Secretary

1. **Call to Order and review of agenda.** Meeting was called to order at 7:00 pm. There were no changes to the agenda.
2. **Approval of minutes of 11/13/13 - Regular Monthly Meeting & 11/13/13 - Public Hearing on Zoning Ordinances Chapters 15 & 17 and Definitions.** Motion by Fleming, supported by Graff to approve the Minutes of the November 13, 2013 Regular Meeting as written. All in favor, MSC. Motion by Fleming, supported by Graff to approve the Minutes of the November 13, 2013 Continued Public Hearing as written. All in favor, MSC.
3. **Public Comment & Correspondence** - An e-mail dated November 20, 2013 from Cheri Brenner to Bruce Barker regarding the Minutes of the November 13, 2013 Regular Meeting was received and is attached hereto as attachment 1. This e-mail states that the cemetery software has been installed for several months and that Janet DeWitte has been diligently entering information.
4. **Report from the Township Board Representative** – Graff reported on the following from the November, 2013 Board Meeting:
 - a. An administrator from the South Haven Hospital presented updates and reported that they received a Hospital of the Year Award.
 - b. State Representative Bob Genetski gave an update on new legislature.
 - c. Discussion was had on the police proposal. A survey has been sent out to get public opinion.
 - d. An update on the park stairs: the stairs are being worked on and should be ready for use in the spring.
 - e. Requests for road improvements were discussed, which included 71st St., Mt. Pleasant, Lakeview, 60th St. (this cost would be split with Lee Township if approved), paving of Township Hall parking lot. Fleming stated that it would probably be cheaper to use seal coating on the parking lot.
 - f. Bids will be accepted with respect to maintenance of the transfer station
 - g. It was approved for Bill Sill to provide snow plowing for this winter.
 - h. Allan Overhiser and Graff will be checking into salaries for Board Members, staff, etc because it appears that Casco is very low compared to other townships.