

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD JANUARY 11, 2024

Agenda

ELECTION OF 2024 OFFICERS: CHAIR, VICE CHAIR, AND ZONING BOARD OF APPEALS LIAISON

WORK SESSION:

a. Continued Discussion: MU District

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, January 11, 2023, commencing at approximately 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

MEMBERS PRESENT: Philip Doorlag, Chair
Deb Everett
Zak Ford
Scot Jefferies
Scott Makohn
Alistair Smith

MEMBER ABSENT:

Also present were Colten Hutson, Zoning Administrator, Leeanna Harris, Zoning Administrator and Temporary Recording Secretary, James Porter, Township Attorney, Curt Aardema of AVB, and three guests.

Call to Order and Pledge of Allegiance

Chair Doorlag called the meeting to order at approximately 6:00 p.m., invited those in attendance to join in reciting the Pledge of Allegiance.

Approval of Agenda

Chair Doorlag asked if there were any changes to the agenda. Hearing none, he let the agenda stand as published.

Public Comment on Non-Agenda Items

Hearing no comments, the Chair Doorlag moved to the next agenda item.

Approval of the Minutes of the Meeting of December 14, 2023

Chair Doorlag asked if there were additions, deletions, or corrections to the Minutes of the Meeting of December 14, 2023.

Hearing none, he asked for a motion.

Mr. Ford **made a motion** to approve the Minutes of the Meeting of December 14, 2023 as presented. Mr. Jeffries **seconded the motion**. The **motion was approved** unanimously.

Chair Doorlag moved to the next item on the agenda.

ELECTION OF 2024 OFFICERS: CHAIR, VICE CHAIR, AND ZONING BOARD OF APPEALS LIAISON

Chair Doorlag indicated 2024 appointments were needed for Chairperson, Vice Chair, and Liaison to the Zoning Board authority. He opened nominations for the position of Chair, Vice Chair, and Zoning Board of Appeals Liaison.

Mr. Ford nominated and **made a motion** to elect Mr. Doorlag for the position of Chair. Mr. Jeffries **seconded the motion**. The **motion was approved** unanimously.

Mr. Ford nominated and **made a motion** to elect Ms. Everett to the position of Vice Chair. Mr. Jeffries **seconded the motion**. The **motion was approved** unanimously.

Mr. Ford nominated and **made a motion** to elect Mr. Smith to the position of Liaison to the Zoning Board Authority for 2024. Mr. Jeffries **seconded the motion**. The **motion was approved** unanimously.

Chairperson Doorlag moved to Work Session at 6:05 p.m. for consideration of the next agenda item.

WORK SESSION:

a. Continued Discussion: MU District

Attorney Porter noted that the proposed MU zoning district draft document had been reviewed by himself, Anna Horner, Public Works Director, and Iris Lubbert,

previous Planning Director. He asked that the Planning Commission review the document section by section and suggest revisions or changes to the document. Attorney Porter explained that the goal was to move the MU zoning district draft document forward coincidentally with the Streets and Mobility Ordinance, which is set for the second reading at the Township Board's January 23rd meeting and set the MU zoning district draft document for Public Hearing.

Chair Doorlag guided the Commission through each section of the MU Zoning district draft document.

Mr. Ford provided a document to the Commissioners that showed different densities per acre in order to facilitate their discussion further regarding density bonus.

There was considerable discussion among Commissioners and suggestions for changes to some items with particular focus on providing additional clarity and flexibility for:

- 30.20 C 8: Residential Density and Density Bonus
- 30.20 C 11: Buffer from Adjacent Residentially Zoned Districts
- 30.20 C 12: Natural Features
- 30.20 C 13: Open Space
- 30.20 D 2: Planning Commission Concept Plan Review
- 30.20 E: Amendments to the Comprehensive Development Plan
- 30.30 B: Permitted Uses
- 30.30 D: Development Requirements
- 30.30 E: Process

Following the Commissioner's discussion, it was agreed that issue of Density Bonus should be reviewed by Planning and Legal Staff and that those changes and revisions will be incorporated into an updated MU Zoning District draft document, reflecting this meeting's discussion.

Attorney Porter noted that due to the type of changes and research needed, an updated MU Zoning District draft document, with the revisions in the text and report from the Planning and Zoning department involving density, will come back to the Planning Commission at their February 8th Planning Commission meeting.

Chairperson Doorlag asked for a motion to set Public Hearing for the MU Zoning District draft document at the February 8th Planning Commission meeting. Mr. Ford made a motion to set Public Hearing at the Planning Commission's February 8th meeting, Ms. Everett seconded the motion. The motion was approved unanimously.

PUBLIC COMMENT

There were no public comments.

OTHER UPDATES AND BUSINESS

Mr. Ford indicated that there was new technology in the Township's Meeting Room. Mr. Ford also noted that the Oshtemo Township Streets and Mobility Ordinance was well received at the Township Board and that it was set for the consent agenda at the Township Board's January 23rd meeting.

Mr. Hutson provided an update regarding the Planning Director position and indicated that the job description is currently being amended and going to the Township Board for approval at their January 23rd meeting.

ADJOURNMENT

With there being no further business to consider, Chairperson Doorlag adjourned the meeting at approximately 8:03 p.m.

Minutes prepared:
January 18, 2024

Minutes approved:
January 25, 2024