

OSHTEMO TOWNSHIP PLANNING COMMISSION

MINUTES OF A MEETING HELD NOVEMBER 16, 2023

Agenda

2024 MEETING DATES

PUBLIC HEARING – SPECIAL USE AND SITE PLAN – FRIENDSHIP ANIMAL HOSPITAL
Hansen Building and Design Corporation, on behalf of Dr. Laura Billings, was requesting site plan and special use approval to construct a 5,614 square foot veterinary and small animal clinic at 2999 S. 11th Street.

WORK SESSION:

- a. Continued Discussion: Private Drive/Street Ordinance Update
 - b. Continued Discussion: MU District Ordinance
 - c. Introduction: 57.80 Keeping of Livestock and Honey Bees Ordinance
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A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, November 16, 2023, commencing at approximately 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

ALL MEMBERS

WERE PRESENT:

Phil Doorlag, Chair
Deb Everett
Zak Ford, Board Liaison
Scot Jefferies
Micki Maxwell, Vice Chair
Scott Makohn
Alistair Smith

Also present: Iris Lubbert, Planning Director, Jim Porter, Township Attorney, Martha Coash. Recording Secretary, Suzanne Schulz of Progressive AE.

Curt Aardema of AVB and Rich MacDonald of Hinman, were also present.

Call to Order and Pledge of Allegiance

Chairperson Doorlag called the meeting to order at 6:00 p.m. and invited those present to join in the Pledge of Allegiance.

Approval of Agenda

Chairperson Doorlag asked if there were changes to the agenda. Ms. Lubbert noted the public hearing item regarding a special use and site plan was contingent upon variance approval by the Zoning Board of Appeals at its meeting of November 14, 2023. As it was denied, this item should be removed from the agenda. In addition she asked that the three work session items be addressed in reverse order from what was listed on the agenda.

Mr. Ford **made a motion** to approve the Agenda with the elimination of the Public Hearing for a special use and site plan as well as addressing the three work session topics in reverse order. Ms. Everett **seconded the motion**. The **motion was approved** unanimously.

Public Comment on Non-Agenda Items

There were no comments on non-agenda items.

Approval of Minutes: October 26, 2023

Chairperson Doorlag asked if there were additions, deletions, or corrections to the Minutes of the Meeting of October 26, 2023.

Hearing none, he asked for a motion.

Ms. Maxwell **made a motion** to approve the Minutes of the Meeting of October 26, 2023 as presented. Mr. Ford **seconded the motion**. The **motion was approved** unanimously.

Chairperson Doorlag moved to the next agenda item.

Planning Commission

Second and Fourth Thursdays of every month @ 6PM

Proposed 2024 Meeting Dates

<i>2nd Thursday of the Month</i>	<i>4th Thursday of the Month</i>
1/11	1/25
2/8	2/22
3/14	3/28
4/11	4/25
5/9	5/23
6/13	6/27
7/11	7/25
8/8	8/22
9/12	9/26
10/10	10/24
11/21*	No meeting
12/19*	No meeting
1/9/2025	1/23/2025

*Dates shifted to avoid holidays.

Ms. Lubbert noted the proposed meeting date schedule was in the normal pattern.

Mr. Jefferies **made a motion** to approve the Planning Commission Meeting Dates for 2024 as presented. Mr. Makohn **seconded the motion**. The **motion was approved** unanimously.

Chairperson Doorlag moved the meeting to a work session for consideration of the next three items.

WORK SESSION:

a. Introduction: 5780 Keeping of Livestock and Honey Bees Ordinance

Ms. Lubbert indicated while responding to an inquiry about the number and type of livestock permitted on a property, Staff became aware that the relevant Ordinance section was not clear and was open to interpretation. To clarify and ensure consistent interpretation, it was recommended that Section 57.80 be amended. She asked Commissioners to review the proposed language, provide feedback, and if deemed appropriate, set a public hearing for formal consideration of the text.

After discussion and clarification of a few questions, the group felt the ordinance was ready for public hearing and the Chair asked for a motion.

Mr. Jefferies **made a motion** to schedule a public hearing of Section 57.80, Keeping of Livestock and Honey Bees as amended at the December 14, 2023 meeting of the Planning Commission. Mr. Ford **seconded the motion**. The **motion was approved** unanimously.

b. Continued Discussion: MU District Ordinance

Ms. Lubbert indicated comments and text suggestions were received from the Michigan Department of Transportation, the Kalamazoo Area Transportation Study and the Kalamazoo County Road Commission; their feedback was incorporated into the latest version of the proposed MU district text. For readability, as there were numerous changes, the corresponding transportation sections were highlighted in their entirety. In addition, based on Planning Commission feedback, staff amended the density bonus section of the MU District Ordinance to be more objective and have tiers.

She asked Commissioners to review the proposed language, provide feedback, and if deemed appropriate, set a public hearing for formal consideration of the text.

The group asked Ms. Lubbert to walk through the document with them, section by section. There were a number of questions and discussion leading to some additions, changes, and minor corrections. Ms. Lubbert will revise the document accordingly and return it to the Commission for further consideration.

Chairperson Doorlag moved to the next agenda item.

c. Continued Discussion: Private Street Ordinance

Chairperson Doorlag asked Ms. Schulz, representative of Progressive AE to lead continued discussion regarding development of a Private Street Ordinance.

Ms. Schulz' discussion with Commissioners included urban and rural as well as public vs. private streets, the hierarchy and function of arterial, collective and local roads, and categories of use.

This topic will be included in upcoming meetings.

OTHER UPDATES AND BUSINESS

Ms. Lubbert reminded the group of the special meeting scheduled for November 27 at 6:00 p.m. for consideration of the Housing Plan.

ADJOURNMENT

With there being no further business to consider, Chairperson Doorlag adjourned the meeting at approximately 9:37 p.m.

Minutes prepared:
November 17, 2023

Minutes approved:
November 27, 2023