

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION**

**MINUTES OF A MEETING HELD FEBRUARY 14, 2019**

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**Agenda**

**OLD BUSINESS**

- a. **AGRITOURISM ORDINANCE DRAFT**

**ANY OTHER BUSINESS**

- a. **LIGHTING ORDINANCE DRAFT**
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A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, February 14, 2019, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT:                   Ollie Chambers  
  Ron Commissaris  
  Keisha Dickason  
  Dusty Farmer, Secretary  
  Micki Maxwell  
  Mary Smith, Vice Chair  
ABSENT:                                 Bruce VanderWeele, Chair

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, and Martha Coash, Meeting Transcriptionist. No other persons were present.

**Call to Order and Pledge of Allegiance**

Vice Chair Smith called the meeting to order at approximately 6:00 p.m. and invited those present to join in reciting the "Pledge of Allegiance."

**Agenda**

The Vice Chair asked for a motion to approve the agenda.

Ms. Farmer made a motion to accept the agenda as presented. Mr. Commissaris supported the motion. The motion was approved unanimously.

**Public Comment on Non-Agenda Items**

Vice Chair Smith noted there were no members of the public in attendance. She welcomed new member Keisha Dickason and members introduced themselves.

## **Approval of the Minutes of January 24, 2019**

Vice Chair Smith asked if there were any additions, deletions or corrections to the Minutes of January 24, 2019. Hearing none, she asked for a motion.

Mr. Commissaris made a motion to approve the minutes of the Minutes of January 24, 2019 as presented. Ms. Maxwell supported the motion. The motion was approved unanimously.

Vice Chairperson Smith moved to the next agenda item.

## **OLD BUSINESS**

### **a. AGRITOURISM ORDINANCE DRAFT**

Ms. Johnston noted staff attempted to capture the Commission's most recent comments regarding the special event table in Agritourism categories 2 and 3 as well as needed definitions.

Commissioners arrived at consensus, making a change to the category 3 event table regarding time required between wedding and celebratory events, and removing item K. "Holiday Events/Festivals (Agritourism 2 and 3)" under Definitions.

They felt the Agritourism Ordinance document was ready for Public Hearing. Ms. Johnston expected it could be included on the March 14 meeting agenda. In addition to notice, she will invite those who have shown interest during the process.

Attorney Porter said, in response to an e-mailed question from Ms. Kim Warner, that there would not be "grandfathering" language included for lawful non-conforming use since if a non-conforming use was protected prior to the agritourism ordinance it will still be protected after ordinance adoption.

Vice Chairperson Smith moved to the next item on the agenda.

## **ANY OTHER BUSINESS**

### **a. LIGHTING ORDINANCE DRAFT**

Ms. Johnston said the Township Board asked the Planning Commission to review the lighting ordinance in response to a request from business owners who have installed and would like to keep non-conforming lights, specifically LED tube lighting. They have been asked, in the meantime, to turn off the lights, but not remove them until after the ordinance has been reviewed and updated.

Ms. Johnston provided the most up-to-date draft of the Lighting Ordinance for review by Commissioners. Staff provided the suggested amendments from Mr. Dan

Cunningham, Operations Manager at Circuit Electric, Inc., (CEI) a full-service electric contractor/engineering firm who reviewed and offered input on the draft ordinance.

Mr. Cunningham indicated the overall changes and approach to the amendments were good, but suggested some modifications. Ms. Johnston wanted to discuss some resulting changes to the draft with Commissioners as well as the remaining changes he recommended before including them in the draft document.

It was the consensus of the Board that the over-riding goal is to provide an ordinance that will ensure the Oshtemo community aesthetic develops as intended while also providing reasonable options for businesses.

Ms. Johnston led Commissioners through a review of the draft. Some changes were made, but after discussion it was agreed it would be helpful to invite Mr. Cunningham to a future meeting to take advantage of his expertise before going further.

Ms. Johnston will contact Mr. Cunningham to invite him to a March 28<sup>th</sup> Planning Commission meeting.

Vice Chair Smith moved to the next agenda item.

### **PLANNING COMMISSIONER COMMENTS**

Ms. Farmer announced that Ms. Nancy Culp resigned as Township Treasurer to accept a position with Kalamazoo County and that Mr. Grant Taylor, who previously held the position of Deputy Township Treasurer, was appointed as Township Treasurer.

Ms. Johnston reminded Commissioners to contact her if they wished to attend upcoming Michigan Association of Planning sessions to be held at the Township Hall.

### **ADJOURNMENT**

Hearing no further comments, Vice Chair Smith asked for a motion to adjourn the meeting.

Ms. Maxwell made a motion to adjourn the meeting. Mr. Commissaris supported the motion. The motion was approved unanimously.

The meeting was adjourned at approximately 7:52 p.m.

Minutes prepared:  
February 15, 2019

Minutes approved:  
February 28, 2019