

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION**

**MINUTES OF A WORK SESSION HELD JUNE 27, 2019**

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**Agenda**

**LIGHTING ORDINANCE REVIEW**

**MAPLE HILL SOUTH OVERLAY ZONE REVIEW**

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A work session of the Oshtemo Charter Township Planning Commission was held Thursday, June 27, 2019, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Bruce VanderWeele, Chair  
Ollie Chambers  
Dusty Farmer, Secretary  
Micki Maxwell  
Mary Smith, Vice Chair

MEMBERS ABSENT: Ron Commissaris  
Keisha Dickason

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

**Call to Order and Pledge of Allegiance**

Chairperson VanderWeele called the meeting to order at approximately 6:00 p.m.

**Agenda**

The Chair determined no changes to the agenda were needed and moved to the next item.

**Public Comment on Non-Agenda Items**

As no members of the public were present; the Chair moved to the next item.

## **Approval of the Minutes of June 13, 2019**

Chairperson VanderWeele asked if there were any additions, deletions or corrections to the minutes of June 13, 2019. Hearing none, he asked for a motion.

Mr. Chambers made a motion to approve the minutes of June 13, 2019 as presented. Ms. Maxwell supported the motion. The motion was approved unanimously.

Chairperson moved to the next agenda item and asked Ms. Johnston to lead the group through the draft lighting ordinance review.

## **DRAFT LIGHTING ORDINANCE REVIEW**

Ms. Johnston said the final concern regarding the Lighting Ordinance was provision of language to address lighting ratios within the site. She noted new language had been included in the latest draft.

The intent of the ratio is to help ensure consistent lighting within an area. Staff agreed with many Ordinances reviewed, with the Dark Sky Society, and the suggestion by Circuit Electric, who reviewed the draft ordinance, that we focus the lighting ratio on parking lot areas. Through the use of maximum lumens and the 0.1 foot-candle at the property line, the draft Ordinance is managing much of the light on the site. By also including a ratio in parking lot and drive aisle areas, we are ensuring some consistency of lighting that will assist with public safety. Commissioners considered and accepted the lighting ratio wording included in the draft.

Ms. Maxwell suggested the Township purchase a light meter and train Township staff in its use, if necessary, for utilization when enforcement of light levels is needed.

Ms. Farmer felt the Lighting Ordinance was ready for approval and looked forward to being able to enforce requirements. She suggested adding purchase of a light meter to the recommendation for approval of the Ordinance when appropriate.

Ms. Johnston noted the Ordinance would require a photometric plan as part of site plan applications.

In response to a question from Chairperson VanderWeele regarding enforceability of the interior lighting requirement near windows, Attorney Porter replied that the Ordinance would be enforceable.

There was consensus of the Commissioners present to move the draft Ordinance forward for consideration by the public at the August 8 Planning Commission meeting.

## **DRAFT MAPLE HILL SOUTH OVERLAY ZONE REVIEW**

Ms. Johnston provided the third draft of the new Maple Hill South Overlay Zone, noting the requested updates from the May 9<sup>th</sup> meeting were added to the draft and noted the intent was to continue systematic review of the draft for possible additions or changes.

Changes from the last meeting were confirmed. Next the group considered the Site Development Requirements table. There was discussion of requirements including height, placement, minimum floor area and open space in each of the four context zones. Discussion resulted in some changes and a request for Ms. Johnston to consult further with Wade Trim regarding story height.

There was extended background discussion regarding provision of the allowance of a variety of housing options for a range of income levels in the Overlay Zone.

## **OLD BUSINESS**

There was no old business to consider.

## **ANY OTHER BUSINESS**

### **a. Update on O'Reilly Auto Parts Site Plan**

Ms. Johnston told Commissioners the applicant plans to go to the Zoning Board of Appeals at a July 9<sup>th</sup> special meeting to ask for reconsideration of staff's interpretation of the Zoning Ordinance related to parking and their retail use.

They also plan to present an updated site plan and elevation drawings at the July 11<sup>th</sup> Planning Commission meeting.

## **PLANNING COMMISSIONER COMMENTS**

There were no comments from Commissioners.

## **ADJOURNMENT**

Hearing no further comments, Chairperson VanderWeele adjourned the meeting at approximately 8:00 p.m.

Minutes prepared:  
June 28, 2019

Minutes approved:  
July 11, 2019