

**PLANNING COMMISSION**  
**Minutes for Regular Meeting of**  
**July 1, 2009**

- PRESENT** Chairperson Carol Kooistra, Tom Thompson, Jan Deur, Sue Hertel, William Josephson, Brian Lernowich and Steve Nagengast.
- ALSO PRESENT** Zoning Administrator Sandel and 1 interested party.
- CALL TO ORDER** Chairperson Kooistra called the July 1, 2009 meeting to order at 7:00 p.m. and led those in attendance in the Pledge of Allegiance.
- AGENDA** **Motion by Tom Thompson, second from William Josephson, *ADOPTED*, to amend the July 1, 2009 meeting agenda by changing New Business item 2. to 1. and accept as amended.**  
**7 AYES**
- MINUTES** **Motion by Jan Deur, second from Sue Hertel, *ADOPTED*, to accept the June 3, 2009 regular meeting minutes as written.**  
**7 AYES**
- PUBLIC COMMENT**  
None

**NEW BUSINESS**

1. Revisions – McCormick.

Housekeeping - Commissioner Deur explained that according to the Township Planning and Zoning Decision-making book we missed a step on the approval of the McCormick project at the May 6, 2009 meeting. The Special Land Use Permit must be approved as well as the site plan.

**Motion by Jan Deur, second from Sue Hertel, *ADOPTED*, to recommend approval to the Township Board of a Special Land Use Permit for application received from McCormick, LLC requesting to operate a Convenience Store with Fuel in the Neighborhood Commercial District on the Southeast corner of Whitehall Road and White Lake Drive, Whitehall, Michigan.**

**7 AYES**

Zoning Administrator Sandel explained Joel McCormick has requested a few revisions to the site plan that was approved at the May 6, 2009 meeting. He considers these revisions to be minor and they are as follows:

1. Move shed more than ten (10) feet.
2. Addition of CAT Scale
3. Addition of the future shared driveways as requested by the Planning Commission.
4. Moved well head as requested by the Planning Commission.
5. Slight revisions on ditches – engineers submitted drainage calculations.
6. Slight driveway modification on Whitehall Road approved by the Muskegon County Road Commission.

## DISCUSSION

After lengthy discussion regarding the CAT scale the following motion was made:

**Motion by William Josephson, second from Sue Hertel, ADOPTED, to move that we accept the revisions as submitted.**

**7 AYES**

2. Review of the Township Guide to Planning and Zoning, Part 2, Chapters 3 & 4.

Commissioner Nagengast provided a summary of the Legal Foundations of Township Planning and Zoning Authority and Part 2, Chapters 3 & 4. Chapter 3 has to do with the Michigan Planning Enabling Act and Michigan Zoning Enabling Act and provides an excerpted overview of both and recommends compliance guidelines. Chapter 4 has to do with State and Federal Legal Systems That Affect Planning and Zoning Authority.

Chairperson Kooistra explained she assigned the Commissioners to prepare summaries for the rest of the Township Guide to Planning and Zoning Parts and Chapters which will enable the process to be complete by the end of February 2010.

3. Master Plan Review Process.

Chairperson Kooistra met with the Board of Trustees to present the idea of the Board of Trustee members meeting on an individual basis with Planning Commission members to review the current Master Plan. The Board of Trustee members agreed to this idea and each Planning Commission member was assigned a Trustee member to work with. The goal is to have these meetings with review comments completed by the end of the year. During the month of January, Chairperson Kooistra would like the Planning Commission to review the current Master Plan and work with Planning Consultant, Tim Johnson, to make the changes needed.

## OLD BUSINESS

1. Duck Lake State Park Zoning – Update.

Chairperson Kooistra attended the Duck Lake Riparian Association meeting at which discussion was held on if the Duck Lake State Park were to be sold what the future use could be. The Duck Lake Riparian Association responded with a letter suggesting ideas for the development of an ordinance for this matter. The letter was distributed to the Planning Commission members.

2. Zoning Ordinance Review Committee – Update.

Commissioner Josephson explained there are about ten (10) things being looked at. The committee is looking at other ordinances and working on language. He will provide a list of such things to Chairperson Kooistra for distribution to all commissioners.

## PLANNING/ZONING UPDATES

Zoning Administrator Sandel presented proposed language regarding connecting access driveways to be added to Article XIV Special Land Uses, Section 14.04 Special Land Use Specific Requirements for several uses. A question was asked as to whether this is the most appropriate place for this wording to be added or whether it

should be put in Article XV Site Plan Review, Section 15.03 Site Plan Review Requirements. Chairperson Kooistra will contact our Planning Consultant, Tim Johnson, to review this matter.

**ADJOURNMENT**

**Motion by Jan Deur, second from Brian Lernowich, ADOPTED,  
to adjourn the July 1, 2009 regular meeting at 8:38 p.m.**

**7 AYES**

Respectfully Submitted,

Sally Garvey, Recording Secretary