

Township of Emmett Planning Commission
January 21, 2019 Meeting Minutes

- Meeting called to order by Chairman Mueller at 7:00pm
- Roll call taken: Scott, Powers, Reliford, Mueller, Bowen in attendance. Dumas absent.
- Motion to accept minutes from December 17, 2018 meeting made by Scott, seconded by Powers. All in favor.

New Business:

- Discussed barns and accessory buildings being permitted in the front yard. Considering revising ordinance. Further research will be done by looking at surrounding communities and what they allow.
Also will hold further discussion regarding landscape barriers and maintaining current setbacks should the ordinance be revised.
- Discussion regarding a resident's request to install solar panels on his property. Plans were submitted by the resident, with revisions from their original plans updating placement of the panels, after Chairman Mueller sent a copy of our ordinance and requested the resident comply with our ordinance.
Note: the Planning Commission's recommendation to the board is to approve the solar panel installation on Sheridan Rd. They meet the ordinance.

Old Business:

- Master Plan Review: we need copies of the Master Plan book for planning members who don't have one. Plan to go back to plan review in February.
- Commission will work on revising two ordinances: accessory buildings in front of houses, and solar panel installation (and given its own category in the ordinance book).

Communications:

- Letter of resignation submitted by Susann Dumas from recording secretary of the Emmett Township Planning Commission.
- Letter from Metropolitan Planning Commission regarding our current and future land use maps, as well a log of map amendments – to be forwarded to them.

Motion to adjourn at 8:21pm made by Reliford, seconded by Powers.

*Motion to approve minutes on 2-18-19 made by
Reliford, 2nd by Powers.
Joan Bowen*

Emmett Township Planning Commission

Proposed Minutes

2-18-19 Meeting

Meeting called to order at 7:07pm

Roll call taken: Mueller, Powers, Reliford, Bowen, Roose present. Alternate Scott present.
Dumas absent.

Minutes from 1-21-19 meeting read. Motion to accept minutes made by Reliford, seconded by Powers.

Old Business:

- Discussion on Master Plan review. It was decided that everyone should read through the Master Plan and prepare to discuss any potential updates at next meeting.
- Commission members asked to read St. Clair County's Master Plan to see if there is information there that can be used in our plan.
- Further discussion on updating the ordinances for solar panels, and accessory buildings on properties.

New Business:

- Ask Sue Dumas for any records of our map updates and amendments in the last five years, so that we may submit them to the Metropolitan Planning Commission.

Correspondence:

- Berlin Twp. sent a copy of their updated Master Plan
- A Save the Date for April 29th from Metropolitan Planning for a workshop, at this time topic unknown.

Motion to adjourn at 8:41pm made by Roose, seconded by Reliford.

Submitted by Acting Recording Secretary Joan Bowen

*Submitted By: Joan Bowen
Acting Recording Secretary*

*Motion to approve minutes dated 2-18-19, made by Sue Dumas,
2nd by Carrie Roose on 3-18-19.*

Emmett Township Planning Commission

Proposed Minutes

2-18-19 Meeting

Meeting called to order at 7:07pm

Roll call taken: Mueller, Powers, Reliford, Bowen, Roose present. Alternate Scott present.
Dumas absent.

Minutes from 1-21-19 meeting read. Motion to accept minutes made by Reliford, seconded by Powers.

Old Business:

- Discussion on Master Plan review. It was decided that everyone should read through the Master Plan and prepare to discuss any potential updates at next meeting.
- Commission members asked to read St. Clair County's Master Plan to see if there is information there that can be used in our plan.
- Further discussion on updating the ordinances for solar panels, and accessory buildings on properties.

New Business:

- Ask Sue Dumas for any records of our map updates and amendments in the last five years, so that we may submit them to the Metropolitan Planning Commission.

Correspondence:

- Berlin Twp. sent a copy of their updated Master Plan
- A Save the Date for April 29th from Metropolitan Planning for a workshop, at this time topic unknown.

Motion to adjourn at 8:41pm made by Roose, seconded by Reliford.

Submitted by Acting Recording Secretary Joan Bowen

*Submitted By: Joan Bowen
Acting Recording Secretary*

*Motion to approve minutes dated 2-18-19, made by Sue Dumas,
2nd by Carrie Roose on 3-18-19.*

EMMETT TOWNSHIP PLANNING COMMISSION
MARCH 18, 2019 MEETING MINUTES

Meeting called to order by Chairman Mueller at 7:15pm.

Roll call taken: Mueller, Dumas, Roose, Reliford, and Bowen present. Powers absent.

Motion to accept minutes of the February 18, 2019 meeting made by Dumas, seconded by Roose.

Old Business:

- a. In discussing the Master Plan review, it was decided to resubmit the Township's Current Zoning map, Future Land Use Map, and Map Amendments made in the last 5 years to Metropolitan Planning. They had requested copies as it appears they are reviewing their records and confirming they have the most current maps from the townships.
- b. The board agreed the last map in the Master Plan we have, the "neighborhood" map on page 85, needs to be removed from the Master Plan.
- c. The board discussed changing the location of the solar panel ordinance in the Township's zoning ordinance book. Chairman Mueller also brought up the wording to be included: as a permitted use with planning commission review.
- d. Regarding accessory buildings, Chairman Mueller asked the board members to do further research with other communities' zoning and their allowances of placement on property of accessory buildings with regard to where a house is situated. The board will review side yard and front yard setback requirements, and if there would be need of including landscape barriers with accessory building permissions.

No new business at this time

Correspondence:

- a. 2019 Spring Workshop with St. Clair County Metropolitan Planning Commission being held April 29, 2019 for anyone who can attend.

No comments from the public

Motion to adjourn at 8:50pm made by Reliford, seconded by Roose.

Submitted By Acting Recording Secretary,
Joan Bowen

Joan Bowen

Approved on 4-15-19

Motion to approve made by Reliford; 2nd by Powers

Emmett Township
Planning Commission
April 15, 2019 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:10pm

Roll call: Scott Mueller, Pat Powers, Carrie Roose, Sandy Reliford, Joan Bowen – all present
Susann Dumas – absent

Old Business:

- Reviewed solar panel ordinance wording and placement in ordinance book.
- Discussed whose responsibility it is to review and approve land splits. Currently, any application for changes to property is being presented to the planning commission for review and then submitted to the Township board with planning recommendations, to be approved by the Township board.
- Tabled further discussion on accessory building placement. Will continue further research.
- Tabled further review of the Master Plan.

New Business: Commission made the following recommendations to the Township Board

- Solar Panel Installation at 5449 Welch Rd.
 - a. Planning Commission recommends that the homeowner be allowed to install solar panels with the stipulation of following the ordinance in Article 15, section 15.04, # 2E, to provide a natural landscaping screening from adjacent properties.
- Land Split at 12832 Burt Rd.
 - a. Planning Commission recommends that the property owner follow the land split requirements. Commission feels the land split should be granted upon a current survey of the new parcel arrangements.
- Application to Combine Property at 13380 Imlay City Rd.
 - a. Commission recommends that the property owner follow the requirements to combine parcels # 74-19-018-4003-000 (4002-000) (4002-500) (4002-750) upon a current survey of the new parcel arrangements.

Correspondence:

- (2) upcoming workshops if anyone wants to attend
- Received a copy of a newspaper article from Irwin Kot regarding solar energy development

Motion made to adjourn at 9:30pm by Pat Powers, seconded by Carrie Roose.

Respectfully Submitted by Acting Recording Secretary,
Joan Bowen

5-20-19 Motion to accept minutes made by Sue Dumas,
2nd by Carrie Roose.

Emmett Township
Planning Commission
May 20, 2019 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:02pm

Roll call: Scott Mueller, Carrie Roose, Sandy Reliford, Joan Bowen, Susann Dumas – all present
Pat Powers – absent

Minutes of the April 15, 2019 meeting approved with a motion made by Dumas, 2nd by Roose

Old Business:

- Solar Panel Ordinance – working on ordinance book to accommodate the separation of the solar panels from the accessory building section. Also decided to check with the county to see if changing the word from “and” to “or” in Article 16, section 16.19 Solar Collectors, can the zoning ordinance be changed/revised without a hearing.
- Held further discussion on accessory building placement. Also working on the whole ordinance for the accessory building section. Everyone asked to look up accessory building placement ordinances from townships in Sanilac County.
- Tabled further review of the Master Plan.

New Business:

- Board informed a new zoning administrator was working for the township.

WAS
No Correspondence

Motion made to adjourn at 8:30pm by Dumas, seconded by Roose.

Respectfully Submitted by Acting Recording Secretary,
Joan Bowen

Approved on 7-15-19

Motion by Reliford, 2nd by Bowen

Submitted by: Joan Bowen

Emmett Township Planning Commission August 19, 2019 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:00pm

Roll Taken: Mueller, Powers, Roose, Reliford, Bowen present

Motion to approve minutes with correction from July 15, 2019 meeting, made by Roose; seconded by Reliford.

- Discussion was held with the property owners of whom the dog breeding complaint was left at the township hall. The couple brought a Letter of Intent explaining the dogs they have are their family's hunting dogs. Every couple of years or so they may have a litter of pups that they end up selling, but they are not operating a dog breeding facility. It was learned they have (6) German Shorthaired Pointers, but a township ordinance allows the keeping of only (4) dogs.

The couple was asked to get a site plan drawn up with the layout of their existing kennels, and to review ideas for a sound barrier for when the dogs bark. They were informed they would have expenses with applying to conform with the township ordinance.

Board members asked to review ordinances and the Master Plan to prepare for next month's meeting with the couple.

- Chairman Mueller brought up to the board our plan to review accessory buildings and placements of them on properties. Board to review other community's ordinance and discuss at next meeting.

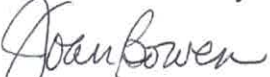
Discussed moving the solar panel ordinance out of the accessory building section in the ordinance book.

- Board will continue with the Master Plan Review

No comments from the audience

No correspondence

Motion made to adjourn at 8:34pm by Powers, seconded by Roose



Respectfully Submitted by Acting Recording Secretary,
Joan Bowen

9-16-19: Motion to approve minutes made by Powers; 2nd by Roose.

Emmett Township Planning Commission
September 16, 2019 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:10pm.

Roll Call: Mueller, Powers, Roose, Bowen present

Motion to approve minutes of August 19, 2019 made by Powers, seconded by Roose

Old Business:

- The couple who got a complaint against them for their dogs, and possible breeding business, did not attend the meeting with a site plan. No one has gotten to look further into dog ordinance information. Further discussion is on hold.
- Discussion of accessory buildings being placed in front yards continued. It was agreed that screening would have to be used. This requirement would have to change in our zoning book for a landscaping requirement.
Commission will have to research and set a distance off the road to allow an accessory building to be built.
The commission will work on updating the accessory buildings ordinance, additional requirements, and special land use wording.
Special Land Use Wording will be added to Article 13, 13.15, and then table of contents in the zoning ordinance book will be updated. Commission is working on this wording as well.
- Discussion on whether the Township Board will lower the fee for a special meeting if the meeting is held the same night as the planning commission's meeting. Board is still deciding.
- Continuing Master Plan review.

No correspondence

Motion to adjourn meeting at 8:54pm made by Roose and seconded by Powers.

Respectfully Submitted by Acting Recording Secretary,
Joan Bowen

10-21-19: Motion made by Reliford, seconded by Roose, to
approve minutes of 9-16-19 meeting.
Joan Bowen

EMMETT TOWNSHIP PLANNING COMMISSION
MEETING MINUTES
OCTOBER 21, 2019

- Meeting called to order by Chairman Mueller at 7:05pm
 - Roll call taken: Mueller, Roose, Reliford, Bowen present. Powers, Dumas absent
 - Motion made by Reliford, seconded by Roose to approve minutes from 9-16-19 meeting
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- a. Tabled further review of Master Plan for the November 2019 meeting
 - b. Chairman Mueller shared accessory building ordinances he gathered from other community's websites. Everyone reviewed the material and all agreed they liked Mussey Twp.'s ordinance the best. Decided to use it to help with the wording of our accessory building ordinance the commission is working on.
A proposed Article 13, 13.15 was composed by the commission. Reliford will present it to the board at their meeting in November 2019.

Correspondence:

- a. A Fall Workshop is being offered on 10-28-19 at Goodells Park

Motion to adjourn at 9pm made by Roose, seconded by Reliford

Respectfully Submitted by Acting Recording Secretary,

Joan Bowen

Motion to accept minutes as presented, for October 21, 2019 meeting, made by Roose, seconded by Powers.

Submitted by:

Joan Bowen

Emmett Township Planning Commission
Meeting Minutes of November 18, 2019

Meeting called to order at 7:30pm

In Attendance: Mueller, Powers, Roose, Reliford, Bowen

Motion to approve minutes of October 21, 2019 made by Roose, seconded by Powers

Discussion:

- Planning Commission members will read Chapter 9 of the Master Plan for review and discussion at the December 2019 meeting
- Discussion was held on non-permanent accessory buildings.
- It was shared that the board had a concern on Section D in the commission's proposed Article #13, 13.15, that people may use materials that are not suitable (like pallets) to build accessory buildings. Discussion was held as to what wording can be used in the ordinance to restrict this.

No new Business

No Correspondence

Motion to adjourn at 8:40pm made by Roose, seconded by Reliford

Respectfully Submitted by Acting Recording Secretary,
Joanie Bowen

12-16-19

Motion to approve minutes by Powers, seconded by Bowen
Joanie Bowen

Township of Emmett Planning Commission
December 16, 2019 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:30pm

Roll call taken: Mueller, Powers, Bowen present

Meeting Discussions:

- Discussion was held on Chapter 9 of the Master Plan. Township can't send out a survey card at this time to get feedback from the community.
- Discussion on what the ZBA does, and everyone agreed we have a strong Master Plan and Ordinances in place since we don't have many ZBA meetings.
- No update on Schedule of Fees yet

Correspondence:

- St. Clair County sent us a letter stating they're updating their Master Plan. Chairman Mueller will talk to Dave Strunk with the County about getting a copy of their Master Plan sent to us electronically.

No comments from the audience

Motion to adjourn at 8:44 pm made by Bowen, seconded by Powers

Motion to approve made by Reese, seconded by Helixford

Respectfully Submitted by Recording Secretary,

Joan Bowen