

MINUTES OF THE CLAY TOWNSHIP PLANNING COMMISSION REGULAR MEETING HELD ON APRIL 27, 2005 AT 7:30 P.M. IN THE CLAY TOWNSHIP MEETING HALL, 4710 PTE. TREMBLE ROAD, CLAY TOWNSHIP, MICHIGAN 48001.

1. Chairperson Dorothy DeBoyer called the meeting to order at 7:30 p.m.
2. Roll Call: PRESENT: Chair Dorothy DeBoyer, Vice-Chair Anthony Antkowiak, Secretary Michael Watson, Pat Sharrow, George Lyle, Kathie Schweikart, Edward Keller II. ABSENT: Thomas Krueger (excused).

Also present was Zoning Adm. Timothy Wiggle, Assessor Barbara Schutt and Building Official Michael Kras.

3. **AMENDMENTS TO THE AGENDA:** None.

4. **APPROVAL OF MINUTES: APRIL 13, 2005**

Moved by Sharrow, supported by Antkowiak, **MOTION CARRIED**, to approve the April 13, 2005 meeting minutes with a notation under #2. Roll Call: Also present was Representatives from Community Planning: Stacie Meagher and Peter Britick and Zoning Administrator Timothy Wiggle.

AYES: All. NAYS: None. ABSENT: Krueger.

5. **COMMUNICATIONS:** None.

6. **RE-VIEW PRESENTATION:**

SITE PLAN/RE-ZONING APPLICATIONS:

Timothy Wiggle, Zoning Administrator presentation to the Planning Commission Members explaining the procedures the Building and Zoning Department follow regarding site plan/re-zoning applications: make the determination is the property use zoned correctly, principal or permitted use, customer is explained the cost and the timetable involved. Customer will leave our office well informed of public hearing procedure, special approval land use, timetable, etc.

Michael Kras, Building Official: Include the Police, Fire and DPW Departments in the site plan review procedures, all departments are working well together and the cooperation to assist the Commission with the best knowledgeable information you need.

Questions from the Board Members:

Pat Sharrow: Idea since 1986 to see two department heads in the Building and Planning Department, think this has worked out very successful to have two people working together.

PLANNING COMMISSION MEETING MINUTES – APRIL 27, 2005

Page 2

Chair DeBoyer: Agree see them working with all the department heads and things appear to be going very smooth.

Tim Wiggle: Monthly Adm. meetings are a big help hearing what other projects are developing.

Assessor Barbara Schutt Presentation:

Main topics were the following:

LOT SPLIT APPLICATION: Enlightened the Board re: the State Plat Act and the history. 1997 amendment brought about many changes.

How the State Plat Act changes affected Ordinance 31.

Application attached to Ordinance 31, in the future would like to make some changes to the application, more user friendly.

Special Assessment changed in 1997, explained the changes: reference parcel, etc.

Routing system – explained the distribution: utility companies.

Review checklist.

Ordinance 123 was adopted: zoning changes.

Parent Parcel: splitting a lot does not have to conform to any particular zoning as required.

Private Road Ordinance: County specs, approved by the Planning Commission.

Ordinance 25A: runs parallel with the State Plat Act.

July 1, 2005 P.A. 525 a new amendment changing the State Act of 1997.

Remarks re: some areas where there could be a problem re: 50' lots or 65'; Harsens Island has tons of lots with this dimension,

Something that needs to be looked at, how should this be addressed. Question is do we help out our property owners, how do we address that?

Do we look at what is conforming, need some good guidelines how we develop properly?

Flag Lots: variety of questions come up, guidelines needed here too.

Application want to make it “user friendly”, any ideas you may have will help.

Questions have come up re: combination and division of lots.

Invited the Planning Commission members to come into the office and review the maps and get a feeling what is there.

Board questions:

Pat Sharrow: Legal opinions of the combination of lots or the splitting out of lots?

Example: Anchor Bay Drive.

Written into the Township Ordinance to demand they be combined.

Problem is the water & sewer infrastructure.

Assessor Barbara Schutt: Thanked the Board for the time, welcome to review the maps.

PLANNING COMMISSION MEETING MINUTES – APRIL 27, 2005

Page 3

8. **ZONING ADMINISTRATOR REPORT:** None.

9. **CHAIRMAN'S REPORT:**

Chair DeBoyer: Plan to set up a joint meeting with the ZBA Board, Planner Patrick Meagher will address these two boards so both are working on the same plan with the same point of view.

10. **PLANNING COMMISSION COMMENTS:**

Anthony Antkowiak: Report to the Planning Commission as the ZBA Rep. Attended the last ZBA meeting, temporary signs discussion, invited the ZBA to a joint meeting with the Planning Commission.

Chairperson DeBoyer: Appreciate your report, regular report added to the agenda.

A letter to Chuck Michel thanking him for the Township Boards he has served on in his tenure.

11. **PUBLIC COMMENTS:**

Jerry Green: Very informative meeting tonight.

12. **ADJOURNMENT:**

Moved by Watson, supported by Antkowiak, **MOTION CARRIED**, to adjourn the meeting at 8:39 p.m. AYES: All. NAYS: None. ABSENT: Krueger.

Valerie J. Kulba
Recording Secretary