

**ROSS TOWNSHIP
PLANNING COMMISSION
MINUTES
January 22, 2018**

CALL TO ORDER/PLEDGE

Chairperson Lauderdale called the regularly scheduled meeting of the Ross Township Planning Commission to order at 7:00 p.m. at the Ross Township Hall.

ROLL CALL

Present: Jim Lauderdale, Chairperson
Russell Fry
Greg Pierce (by phone)
Jeff Price
Sherri Snyder
Jesse Zamora

Absent: Victor Ezbenko

Also present: Kelly Largent, AGS – Township Zoning Administrator
Rebecca Harvey – Township Planning Consultant

APPROVAL OF AGENDA

The agenda was reviewed and approved as presented.

APPROVAL OF PRIOR MEETING MINUTES

The Commission proceeded with consideration of the **November 27, 2017** regular Planning Commission meeting minutes. Snyder moved to approve the minutes as presented. Zamora seconded the motion. The motion carried unanimously.

The Commission then proceeded with consideration of the **December 18, 2017** special Planning Commission meeting minutes. Snyder moved to approve the minutes as presented. Fry seconded the motion. The motion carried unanimously.

The Commission then proceeded with consideration of the **January 8, 2018** special Planning Commission meeting minutes. Fry moved to approve the minutes as presented. Price seconded the motion. The motion carried unanimously.

PUBLIC COMMENT ON NON-AGENDA ITEMS

No public comment on non-agenda items was offered.

NEW BUSINESS

1. Public Hearing – Expansion of Nonconforming Building (Buzz)

Largent referenced an email dated January 11, 2018 received from Daniel Buzz and advised that the application has formally been withdrawn.

2. Planning Commission Budget

Chairperson Lauderdale referenced the Department Budget Request used for FY 2017 and the Revenue and Expenditure Report for Ross Township (Balance as of 12.31.17) provided. The Commission conducted a line item review and noted the following:

- the budget does not reflect the review/update of the Master Plan;
- the review/update of the Master Plan will require additional discussion to understand the costs that would be associated with the project;
- the amounts for each line item in the 2017 budget remain acceptable for 2018, noting that the review/update of the Master Plan will be addressed separately.

In discussion regarding the Master Plan, it was agreed that the costs involved with an update of the existing Plan versus a total rewrite of the Plan are unknown at this time. It was noted that such costs would vary depending on the role a planning consultant would be requested to play in the process.

The Planning Commission further agreed that a review of the document is in order, with attention to determining if minor updates are needed or if the Plan, adopted in 2002 and updated in 2011, requires a full rewrite.

It was determined that Chairperson Lauderdale would convene a committee consisting of Township Board and Planning Commission representation for the purpose of reviewing the Master Plan and providing a recommendation on the appropriate approach. It was further requested that Harvey secure cost estimates for a total rewrite of the Plan (by an outside consultant) and for an update of the existing document with the assistance of the Township's planning consultant for committee consideration.

Commission members noted that the committee should convene within the next month to allow the Planning Commission the opportunity to discuss their recommendation in February.

UNFINISHED BUSINESS

1. Discussion – Resort/Recreation Overlay District

Chairperson Lauderdale referenced Planning Commission discussion in November on the draft Resort/Recreation Overlay District dated November 27, 2017. Harvey provided an overview of the review comments provided by the Commission and the public input received.

General Planning Commission discussion ensued regarding the following:

- how the standards of Section 18.4 (Accessory Uses/Buildings) would apply within the overlay district;
- distinctions between the uses and standards of the overlay and underlying districts;
- the merit of including photos/graphics in the text

Harvey was directed to revise the draft text per the November and January discussions for consideration in February.

2. Watershed Protection Strategies

Chairperson Lauderdale noted that the matter continues to be ‘on hold’ at this time.

3. Sign Ordinance

Chairperson Lauderdale noted that the draft sign ordinance remains on hold.

REPORT FROM TOWNSHIP BOARD

Price reported that the Township Board will be focused primarily on the budget during January and February. He noted that a major review element in the process has been police services.

Price advised that the recent text amendments related to the 4 to 1 depth to width ratio requirement and medical marihuana facilities recommended for approval have been adopted. He noted that the Township is currently in receipt of 5-8 applications for medical marihuana facilities.

REPORT FROM ZONING BOARD OF APPEALS

Chairperson Lauderdale reported that the Zoning Board of Appeals did not meet in December or January.

MEMBERS, CONSULTANTS, ADVISORS

Largent reported that the land division application from MSU regarding the Brook Lodge property is still pending.

Fry announced that Zack Klipsch (new director of the Sherman Lake YMCA) was recently appointed to the Parks & Recreation Committee. He then reported the following:

- the public hearing for the Ross Township Park Master Plan will be held on March 1, 2018;
- the submission of the adopted plan and grant application to the State will follow to meet the April 1 deadline;
- the Parks & Recreation Plan must be updated by the end of 2018 and is currently under review;
- Truck & Tunes will be held in the Township Park again this summer and will be sponsored.

The following Planning Commission meeting absences were announced:

Fry – absent February and March; will attend by phone

Price – absent February; will attend by phone

Snyder – absent February; will attend by phone

Zamora – absent March and April; will attend by phone

ADJOURN

There being no further business to come before the Commission, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,
Rebecca Harvey, AICP, PCP
Township Planning Consultant