

Douglass Township Planning Commission
3521 W. McBrides Rd
Stanton, MI 48888
989-762-8014

Regular Meeting Minutes
January 31, 2024
7:00 pm

Call to order Chairman Rick Baldwin called meeting to order at 7pm

Pledge Of Allegiance recited

Roll Call Present: Melissa Bannen, Matt Moorman, Mike Swan, Rick Baldwin, Eric Tester, Kathy Craig. Arriving later: Jon Bailey. Also in attendance was Mike Homier, township attorney.

Approval of agenda items: Eric Tester made a motion to approve the agenda items as written, seconded by Matt Moorman. Ayes: 6 Nays: 0 Motion passed.

Nominations for Officers of Planning commission for 2024 :

- No members present accepted the nomination for chair. Eric Tester made a motion to postpone the election of chair until the next meeting, seconded by Mike Swan.. Ayes: 6 Nays: 0 Motion passed.
- Eric Tester made a motion to elect Mike Swan as vice chair, seconded by Matt Moorman. Ayes: 6 Nays: 0 Motion passed.
- Eric Tester made motion to elect Kathy Craig as secretary, seconded by Melissa Bannen. Ayes: 6 Nays: 0 Motion passed.
- Upon the arrival of Jon Bailey, discussion returned to the nomination of Jon as chair. Jon accepted the nomination. Eric Tester made motion to elect Jon Bailey as chair, seconded by Melissa Bannen. Ayes: 7 Nays: 0 Motion passed.

Approval of Minutes from November 29, 2023 Public Hearing and Special Meeting

- Eric Tester made a motion to approve the minutes of the Special meeting on Nov. 29, 2023 as drafted, seconded by Matt Moorman. Ayes: 6 Nays: 0 Motion passed.
- Matt Moorman made a motion to approve the minutes of the Public Hearing on Nov. 29, 2023 as drafted, seconded by Eric Tester. Ayes: 6 Nays: 0 Motion passed.

Public Comments on agenda items opened at 7:16 pm, none offered and closed at 7:17 pm.

New Business:

- **Resolution for 2024 Planning Commission Regular Meetings:** Discussion on addition of 2 regular meetings this year, as the board approved this so we can get caught up on zoning issues that were put on back burner due to wind and solar amendments. Consensus reached to add one regular meeting in March and possibly hold a special meeting later in the year if needed. Kathy Craig made motion to accept Resolution 2024-1 with meetings to be held on Jan. 31, 2024, March 13, 2024, April 24, 2024, July 31, 2024, and October 30, 2024 at 7 pm at the Douglass Township Hall, seconded by Jon Bailey. Ayes: 7 Nays: 0 resolution passed.

- **Zoning Board of Appeals- variance issues**
 - pole barns on vacant properties discussion included ensuring criteria is met for not being used for primary dwelling, sufficient area to maintain square footage requirements, requiring ownership at nearby lakes if in lake residential district.
 - Height of pole barns discussion included removing or keeping sidewall height, pitch recommendations, and peak height.

- Other ordinance issues to address/overall ordinance review by attorney
 - Other topics of discussion included adjusting the square footage requirements of small houses, steel siding requirements that would allow for barndominiums, how to define front yards on lake residential properties, unattached auxiliary dwelling requirements (a follow up to small house discussion), and questions on why our ordinance has requirements for foundations vs. slabs.

*The attorney will review each of these ordinances and provide the Planning Commission with recommended language for each with a target date of March 6. This would give the PC time to review before the March 13 meeting.

Committee Reports

- Eric Tester Board Liaison: board approved the extra meetings and we can have one this fiscal year before April.
- Dave Kelsey Zoning Administrator reported on permits and violations.

Old Business

- Discussion included applications on building be updated so that Dave Kelsey has all the information, i.e. surveys, needed to ensure buildings are following the site plans. Eric will take this to the board next week.

Annual Report 2023

- Matt Moorman made the motion to accept the 2023 Annual report, seconded by Jon Bailey. Ayes: 7 Nays: 0 Motion passed.

Public Comments: opened at 8:48 pm and closed at 9:09 pm

Citizen	Comment
Ben Reynolds	Some of the things questioned might be building code issues so PC should follow up in case there is reason for it in the ordinance. (Jon Bailey will follow up)

Dave Kelsey	Wants to see the timeline for violations changed from 45 days to 15-30. Other townships have this and he thinks it would be better. (Eric will take to the board next week)
Linda Reynolds	Cautions on the steel siding issue-in some areas it would fit in fine but in other areas, it would not fit in with the neighborhood. Shares concerns about slabs in case there are water table issues.
Nancy Getts (via email)	Asks the PC to consider allowing the tiny houses under 750 sq. ft. Her mother and her are looking into this as they do not need a lot of space.

Further commission discussion

- Feedback for Eric to take to the board: The March 13 meeting date has been added, he will request more information be added to the building applications, and ask the violations timeline to be adjusted to 15 -30 days.

Next meeting date: March 13, 2024 at 7 pm.

Adjourn: Eric Tester made motion to adjourn, seconded by Kathy Craig. Ayes: 7 Nays: 0 meeting adjourned at 9:15 pm.

Respectfully submitted,

Kathy Craig
 Douglass Township Planning Commission Secretary