

**Minutes from the
Almira Township Planning Commission Meeting
December 7, 2021
6:00 p.m.**

Call to Order: Chairperson Ratajczak called the meeting to order at 6:02 p.m. at Almira Townhall in the Village of Lake Ann.

Members Present: Bill Ballard, Vince Edwards, Melissa Martin, Ryan Ratajczak, Lori Florip, Duane Newman

Members Absent: None

Additions/Deletions to Agenda: NA.

Approval of Agenda: Motion by Edwards, supported by Florip. All ayes, motion passed.

Approval of Minutes: Motion by Edwards, supported by Florip, to approve the minutes of November 2, 2021. All ayes, motion passed.

Brief Public Comment: NA

Zoning Administrator: Z/ A Williams was absent from the meeting though his monthly activity report was reviewed by the board. Items to note include a letter sent to a resident regarding the keeping of chickens on parcels less than one acre.

Township Board Representative: Township Board member Florip reported: reported the Title work continues for the Mistwood Greens property which the township currently owns. Conversations continue with the DEQ regarding the removal of pipes for the contamination remediation site in the Village. The State may resume testing and may put up a new building. The Township accepted the resignation of an EMT who was finding it difficult to locate affordable housing within the Township.

Zoning Board of Appeals Representative: NA.

Intergovernmental Representative: Village Council Member Edwards – Edwards reported on the leadership at the Village. Elmer Bisler is current acting Village President. In addition, Gary Florip has stepped up as temporary Z/A for the Village. There are other vacant positions including for Street and Park Administrators.

Conflict(s) of Interest: NA

Guests: Andrew Gray, Elmer Bisler

Old Business:

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A. Zoning Map Review:

- a. Equalization is working on some overlay maps. More info to follow.

B. Master Plan Review:

- a. Edwards reported on the status. Networks Northwest began gathering metrics with 2019 census data, as the 2020 is still not yet available. Ballard reported that Matt Cook, or his supervisor will attend some P/C meetings. Next meeting of the sub-committee is scheduled for the middle of January.

C. Special Events Ordinance – Proposed Amendment Review

- a. ZA Williams has prepared an amendment to the current Township ordinance overseeing special events including large outdoor gatherings. The current ordinance defines a special event as any event with a participation rate of three hundred or more people. The Township is considering amending this ordinance to include requirements based on participation rates. Events where 900 or more participants are present would require a Special Use Permit issued by the Township Planning Commission. Sound engineers are being consulted regarding the noise and vibration aspects. Newman questioned the crowd density, as 299 people at someone's home could be too congested based on the size of the property. Martin questioned parking and if there would be specific requirements to insure safe and adequate parking. Martin also questioned crowd control and security. The amendment will continue to be reviewed by the Planning Commission and The Township Board prior to formal action being taken.

New Business:

A. Site Plan Review:

- a. **4504 E Sanford Lake Dr. – Short Term Rental Application**

Section 7.05 – Site Plan Application Review

B. The Planning Commission shall have the responsibility and authorization to review and approve, disapprove, or approve with conditions, the Site Plan in accordance with requirements of the zoning district in which the proposed use is located and all other applicable requirements set forth in this Ordinance. The Planning Commission shall further consider the following standards:

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Almira Township Planning Commission Meeting
December 7, 2021
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1. Whether the sewage disposal and water systems meet the applicable health and sanitary codes and ordinances.
2. Whether the location and nature of the use will not conflict with any principal permitted use of the district or neighborhood.
3. Whether the use will not create any major traffic problem or hazard.
4. Whether the use will not be any more objectionable to adjacent and nearby properties than would be any permitted principal use of the district by reason of traffic, noise, vibration, dust, fumes, smoke, odor, fire hazard, glare, flashing lights, or disposal of waste and sewage.
5. Whether the use will discourage or hinder the appropriate development and use of adjacent premises and the neighborhood.
6. Upon approval of the site plan, the master deed and by-laws for condominium projects shall become part of the site plan; consequently, any later changes to these documents relating to the use of the property itself will be considered a change to the site plan and must be approved by the Planning Commission. (N/A)
7. The proposed site plan shall be consistent with the general principles and objectives of the Township's Master Plan.

The Planning Commission did not find any objections to the standards outlined in Section 7.05 for the application as presented.

A motion was made by Neuman and supported by Ballard to approve the application. All ayes.

The Short-Term Rental application was approved with the condition that a one-year probationary period will be in place to measure compliance with the conditions outlined within the ordinance.

Extended Public Comment: Elmer Bisler reported on the Village open positions and his involvement with the Village Planning Commission.

Commissioner Comments: Neuman discussed his concerns with odor complaints from LT Meat processing and whether they had been formally addressed by the Township. No formal complaints have been received since the approval of Mr. Terry's special use permit.

Chair Comments: None.

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Adjourn: 7:40 p.m.

William Ballard
Recording Secretary

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