

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION MINUTES
JUNE 8, 2011**

Chairperson Thompson called the meeting to order at 7:30 p.m. Present: Kelley, McKenna, Budd, Boynton, Johnson, Guenther and Thompson. Staff Present: Director Carroll and Secretary Harman. McKenna Associates present: Sally Hodges. There were 4 people in the audience.

APPROVAL OF AGENDA:

Motion Kelley, Boynton second to approve the agenda of June 8, 2011 as presented.

Motion carried.

MINUTES:

Motion McKenna, Johnson second to approve the minutes from May 25, 2011 as presented.

Motion carried.

OLD BUSINESS

ITEM #1

TITLE: CONSIDER RECOMMENDATION TO THE TOWNSHIP BOARD OF TRUSTEES REGARDING AN AGREEMENT WITH CMS

Hodges of McKenna Associates explained changes occurring in wireless development, the agreement with CMS, and the services to be provided. Director Carroll has received antenna swap out applications, the township engineer has encouraged the location to be on township property, specifically the water tower.

Chairperson Thompson inquired what other communities in Michigan are working with CMS. Hodges will provide the commission with a list and CMS can provide references.

Resident questioned lawsuit brought against CMS and expressed concerns.

Commissioner Kelley inquired if there are any other lawsuits against CMS. Hodges can provide the information to the commission, did not have on hand.

Commissioner Johnson would like the Township attorney to review any fees and the actual ordinance. Hodges noted following the signing of the contract, fees and charges will be paid for by the applicant and are no cost to the Township. The application cost covers the Townships cost and escrow applicant deposits will cover review fees.

Motion McKenna, Boynton second to recommend the Township Board of Trustees enter into an agreement with McKenna Associates for the partnership with CMS. Motion Carried.

Roll Call:

Yeas: Johnson, Boynton, Kelley, McKenna, Budd, Guenther and Thompson.

Nays: None.

Absent: None.

Motion carried.

NEW BUSINESS

ITEM #1

TITLE: CONSIDER RECOMMENDATION TO THE TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY REGARDING A PROPOSAL TO PREPARE THE BELLEVILLE ROAD OVERLAY DISTRICT

Director Carroll gave an overview of the Downtown Development Authority's action in May on a work plan for the Belleville Road Overlay District in which action was tabled. Hodges of McKenna Associates gave a presentation for recommendation from the Planning Commission. The presentation explained the process of identifying architectural character and turning it into an ordinance. The process will measure, photograph and document areas then put into a format. Hodges gave sample layouts and prototypes to the commission members that graphically illustrate intentions by the ordinance. The suggested process is four to six months. The range of project fees are based on a not to exceed cost of \$28,750.00 to \$34,750.00.

Commissioner McKenna inquired if photographing building types will be done strictly in Van Buren Township. McKenna would like examples from other communities for consideration.

Commissioner Johnson inquired if the Downtown Development Authority is the funding body. That is the request.

Motion Boynton, Johnson to recommend the Downtown Development Authority approve the proposal from McKenna Associates to prepare the Belleville Road Overlay District and appoint members to the joint DDA/Planning Commission Committee to produce the Overlay District. Motion Carried.

Roll Call:

Yeas: Guenther, Johnson, Boynton, Kelley, McKenna, Budd and Thompson.

Nays: None.

Absent: None.

Motion carried.

ITEM #2

TITLE: CONSIDER RECOMMENDATION TO THE TOWNSHIP BOARD OF TRUSTEES REGARDING PROPOSED ORDINANCE PERTAINING TO VACANT RESIDENTIAL BUILDINGS AND STRUCTURES

Commission members reviewed the proposed ordinance pertaining to vacant residential buildings and structures. Changes were noted to sections: 7(a3), 8(d), 9, 12, 14(c2), 14(e2), 14(e3), 16 and 17. Director Carroll will make the changes to the ordinance noted by the committee members and send to the Township Attorney for review. Upon completion Director Carroll will present the revised ordinance with changes from the Township Attorney to the committee members for review before considering recommendation to the Township Board.

GENERAL DISCUSSION:

Director Carroll presented a monthly report to committee members of Planning Department activities for the past month. He informed the committee members of a situation with Statewide Boring on Ecorse Road. Changes have been made to the underground storm water storage which had been driving up cost. The change is from underground storm water storage to a shared retention pond with

the adjoining property. Changes to the site plan will be brought to the Planning Commission for approval within the next few meetings.

Resident expressed concerns for homes in probate regarding the vacant residential buildings and structures ordinance.

Motion Kelley, Johnson second to adjourn at 9:24 p.m.

Motion carried.

Respectfully Submitted,

Christina Harman,
Recording Secretary