

Pennfield Charter Township

Planning Commission Meeting

Minutes of January 9, 2012

The meeting was called to order at 6:30 pm at Pennfield Middle School Cafeteria. Members present were Paul Anderson, Jon Bartlett, Curtis Whitaker, Jack Pooler, Jay Weiss and Brad Messenger. Elaine Walter was excused. A quorum was met.

Others present: Supervisor Rob Behnke, Deputy Supervisor Barbara Darlington; Planner Russ Wicklund, Recording Secretary Sandra Cummings, and two residents.

All attendees recited the Pledge of Allegiance.

SELECTION OF OFFICERS FOR 2012

a) Chairperson

A motion was made by Brad Messenger, seconded by Jack Pooler, to nominate Paul Anderson to the position of Chairperson for 2012. Motion carried. Voice vote follows:

Paul Anderson yes Jon Bartlett yes

Jack Pooler yes Jay Weiss yes

Brad Messenger yes Curtis Whitaker yes

Elaine Walter excused

b) Vice-Chairperson

A motion was made by Paul Anderson, seconded by Curtis Whitaker, to nominate Brad Messenger to the position of Vice-Chairperson for 2012. Motion carried. Vote follows:

Paul Anderson yes Jon Bartlett yes

Jack Pooler yes Jay Weiss yes

Brad Messenger yes Curtis Whitaker yes

Elaine Walter excused

c) Secretary

A motion was made by Jon Bartlett, seconded by Curtis Whitaker, to nominate Jack Pooler to the position of Secretary for 2012. Motion carried. Vote follows:

Paul Anderson yes Jon Bartlett yes

Jack Pooler yes Jay Weiss yes

Brad Messenger yes Curtis Whitaker yes

Elaine Walter excused

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APPROVAL OF MEETING MINUTES

Brad Messenger made a motion, seconded by Jon Bartlett, to approve the Planning Commission Meeting Minutes of November 7, 2011. The motion carried.

OLD BUSINESS

No old business.

NEW BUSINESS

a) Discussion on new Master Plan Map for Pennfield Township.

Mr. Wicklund stated that he is still working on the updates to the Master Plan. He pointed out that Pennfield is within the legal guidelines for reviewing the Master Plan every 5 years. The Board discussed the need for clearer definitions on "road frontage"; the need to develop standards for road frontage requirements, and private roads.

b) Discussion on amendments to the signage requirements under the Township Zoning Ordinance

The Planning Commission discussed the proposed changes/amendments to the signage portion of the Zoning Ordinance. They reviewed samples of sign ordinances from several other municipalities. Mr. Wicklund suggested a few changes regarding the proposed amendments, such as adding graphics, better organization of various sections, and better headings for the sections. Also discussed was the need for enforcement to be in place regarding complaints on excessive lighting on signage. Having clearly defined standards in place prior to receiving complaints will make it easier to deal with complaint situations should they occur.

Brad Messenger made a motion, seconded by Curtis Whitaker, to accept the changes/ amendments made to the Pennfield Township Zoning Ordinance, Section 13.A.05 Design Criteria for CBD and Section 16.03, Sign Regulations, with minor changes to be made by Russ Wicklund to the graphics, headings, and organization before putting it into final form and presenting to the board for final review at the February 6, 2012 meeting. Motion carried, with all members in favor.

PUBLIC COMMENT

Mr. David Geary, of 8265 White Rabbit Road, commented on the halt to the proposed PUD project at Deep Lake; the need for close DNR supervision on any other proposed building projects in that area; the delay of the Walmart project; empty billboards; and small non-conforming signs that litter many corners in and around the township.

ANNOUNCEMENTS BY THE CHAIR

The next regular Planning Commission meeting is scheduled for February 6, 2012, at 6:30 pm, at the Pennfield Middle School Cafeteria.

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BOARD MEMBER COMMENTS

Jay Weiss announced that this will be his final meeting, as he is moving out of state. Supervisor Behnke will proceed with appointing a new member to fill out his term on the Planning Commission, which ends on December 31, 2013.

Paul Anderson and Curtis Whitaker thanked Jay Weiss for his term of service to the township.

Brad Messenger commented that a Pennfield High School student is selling t-shirts to raise money for breast cancer research.

ADJOURNMENT

Brad Messenger made a motion, seconded by Jack Pooler, to adjourn at 7:30 pm. Motion carried.

Submitted by:

Sandra Cummings

Recording Secretary