

**Marquette Township Planning Commission – Regular Meeting
Wednesday, December 28, 2011 – 6:30 p.m.
Marquette Township Community Center**

Chairperson Sargent called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Lyn Durant, Mike Springer, Ellen Sargent, Judy Boyle, Steve Pelto

MEMBERS ABSENT: None

STAFF PRESENT: Jason McCarthy, Planning/Zoning Administrator, Janelle Ruff,
Planning/Zoning Tech, Krystal Foreman, Recording Secretary

STAFF ABSENT: None

OTHERS PRESENT: Pete LaRue, Wendy Frye

APPROVAL OF AGENDA:

MOTION: To approve the agenda.

Pelto, Moved

Durant, Supported

Carried: Unanimously

MINUTES FROM PREVIOUS MEETING – December 14, 2011: Page 2, paragraph 2, 2nd and 3rd sentence: change “donators” to “donors” and page 2, paragraph 3, 1st sentence: correct the spelling of “Noquemanon”.

MOTION: To approve the minutes as amended.

Durant, Moved

Springer, Supported

Carried: Unanimously

PUBLIC COMMENT: Wendy Frye, Forestville Drive, supports the Complete Streets Ordinance. It fits with the goals of the Noquemanon Trail Network. The ordinance links the south and north trails. Trails are important for the health of the community.

NEW BUSINESS:

Master Plan Update – Discussion. Discussion was held on the draft Chapter 7 – Goals & Objectives. A sample Goal 8 was discussed and suggestion was made to enhance design standards for future developments. Discussion was held on the type of lighting to use, vehicle access points, underground utilities, and protecting important views. The Commissioners discussed changing the pitch of the roof or creating a vertical break in the architecture for linear planes of more than 75 ft. However, this could be costly. McCarthy will revise for the Commissioners to consider.

A suggestion was made to revise the Chapter so that it more closely resembles the results of the Community Survey. The Commissioners agreed and discussed. Survey results show items such as increasing circulation and connector roads as a way to reduce congestion off of the highway; this should be included in the Master Plan. Some suggestions included: Werner Street, Ryan’s Alley, and behind Lowe’s.

2012 Meeting Dates. The Commissioners agreed with the two meetings per month, as presented.

2012 Joint PC/Board Minutes – Discussion. McCarthy will email the Commissioners a list of dates and times (pre-construction and post-construction seasons) for possible meeting dates with the Board. A work session type meeting was suggested.

Complete Streets Ordinance – Discussion. Springer discussed. The Planning Commission, Recreation Committee and Board are all supportive of the Complete Streets Ordinance. The Ordinance must go to the Township’s legal advisor, Mr. Zappa, once approved. After legal review, a public hearing will be held.

The Commissioners discussed their concerns and suggestions:

- Page 1, Item 2: Revise so it does not read as though every street is required to do this. Revise “feasible”. Discussed spelling of “bikeable”.
- Item 4: Revise so it shows that it is a goal of the Township to implement Complete Streets using funding from Public Act 51 of 1951.
- Item 5: Discussed spelling of “bikeable”.
- Item 6: Revise to show Marquette Township is required to update it every 5 years.
- Exceptions: Discussion was held on whether the Township Manager is the correct authority. Further discussion is required.
- Exceptions: Number 1: Change “where then” to “where the”.
- Exceptions: Number 3: Discussion was held on how to determine what an unacceptable service is. Suggested wording: “When the cost would result in expenditure of funds that are not previously allocated.” Further discussion/clarification is required.
- Exceptions: Number 7: Discussed. Delete.
- Exceptions: Number 8, Item G: Discussed. Unclear what this means.
- Exceptions: Number 8, Item H: The Commissioners are unsure what “half streets” are. Clarification is needed.
- Exceptions: Number 9: Discussed. Delete.

Springer will contact Houghton for clarification on several items.

Discussion was held on the maintenance of roads and sidewalks. If the Township requires sidewalks, the responsibility of maintenance and repair must be determined. Preserving right of ways was discussed. We want the flexibility to be able to say that we have the right of way set in our Master Non-Motorized Transportation Plan.

Pete LaRue commented. Not every street will be a complete street. Sidewalks can be closed for the winter months. However, the Township is looking at equipment to maintain sidewalks. It is important to reserve right-of-way space for pedestrian infrastructure so when developers come in, we have a plan in place.

McCarthy suggested adding the “intent” of the ordinance at the beginning. McCarthy and Springer will further discuss the comments prior to the next Planning Commission meeting.

The Commissioners thanked Springer for his hard work.

Township Strategic Plan Update – Discussion. The Board requested input from the Planning Commission on what action would be taken on the Zoning Ordinance provisions for parking and assessment and impact points of smart growth and the new economy principals. Durant informed that the Board will further discuss. A large component of the board’s work in 2012 will be the continued discussion on Township Facilities. It was suggested to make a presentation to the Board at their second meeting in January regarding the Strategic Plan. McCarthy, Durant, and Springer will further discuss. McCarthy will put something together for review. The items of discussion will include: signs, parking, new economy, and complete streets.

Planning & Zoning Department Year End Report. McCarthy presented a detailed list of all projects the department has either completed or continue as ongoing since he began his duties in April of 2011. Discussion was held on the report. Discussion was held on the Heritage Trail signage. Durant informed that the entities are meeting to determine the type of signs to be used to ensure a theme is in place.

OLD BUSINESS:

Sign Ordinance Draft – Discussion. Ruff discussed. A few minor revisions were provided. Discussion was held on the fee amounts. The Township fees will be revised based upon what other local townships/cities are charging. Grammar and spelling will be reviewed. A public hearing will be scheduled for the second meeting in January. Ruff will not be in attendance; however, McCarthy is comfortable with presenting the draft ordinance.

CORRESPONDENCE: The letter from Roger Crimmins received on December 27, 2011 regarding the Co. Rd. 550 Longyear Realty Property – Existing Pit Expansion was read into the record. Discussion was held. If there is anything that should be included in a response, let McCarthy know.

McCarthy had a conference call with Mike Conter, Roger Crimmins, and Jeremy from A. Lindberg and Sons to discuss the T.J. Maxx/Dicks Sporting Goods building. Dicks Sporting Goods pulled out of consideration. Therefore, they are proposing to reduce the building size. The last revision was completed administratively. McCarthy would like to complete this revision administratively if the Planning Commission agrees. The Commissioners agreed to allow McCarthy to complete the review and approval. A suggestion was made to discuss the snowmobile trail with Lindberg.

McCarthy informed that the Township has purchased a new scanner/printer which will allow for scanning and printing of large maps. The Township will set up a fee schedule.

REPORTS: None.

ANNOUNCEMENTS: None.

PUBLIC COMMENT: None.

ADDITIONAL COMMENTS PLANNING COMMISSIONERS WISH TO MAKE: Durant informed that the Heritage Trail approved a resolution to finalize the property transfer with O'Dovero. It is expected to take place on January 12th.

Springer thanked the Planning Commissioners for their support on the Complete Streets Ordinance.

Boyle wished everyone a Happy New Year!

Pelto thanked Springer for his hard work on the Complete Streets Ordinance.

Sargent thanked the Commissioners for moving things forward this year.

ADJOURNMENT: Chairperson Sargent adjourned the meeting at 8:31p.m.

MOTION: To adjourn the Planning Commission meeting.

Durant, Moved

Pelto, Supported

Carried: Unanimously

Judith A. Boyle, Secretary