

**BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MARCH 27, 2017
APPROVED**

MEMBERS PRESENT: Matt Arthur, Pat Baker, Danielle Hummel, Phil Knape, Mark Pitzer, Cheryl Rosen, Ryan Schultz

MEMBERS ABSENT: None

STAFF PRESENT: Supervisor Cory Nelson and Zoning Official Joe Selzer

Chairman Pitzer called the regular meeting to order at 7:00 p.m. This meeting was properly posted and a quorum of the Brooks Township Planning Commission was present.

APPROVAL OF AGENDA:

Moved by Schultz, **Seconded** by Baker to accept the agenda as written.
Approved Unanimously

APPROVAL OF MINUTES:

Moved by Knape, **Seconded** by Hummel to accept the minutes of the February 27, 2017 meeting as written.
Approved Unanimously

PUBLIC COMMENT: None

CORRESPONDENCE: None

UNFINISHED BUSINESS:

1. Master Plan: There was discussion on the draft for the amended 2017 Master Plan.
Moved by Baker, **Seconded** by Schultz to approve the amended Master Plan as presented.
Approved Unanimously

2. Tree Removal (Reviewing greenbelt language around lakes)

Selzer checked with the utility company and they indicated they will trim or cut down trees in the greenbelt area if they are in danger of hurting their personnel or damaging their equipment. They will notify the property owner that they will do that but do not notify the township or cities if they are doing that. The utility companies have an easement so they can do that. The company has contracted with Trees Inc. to do their work. Trees Inc. cannot do work for the home owner.

We had a home owner take down a tree in the greenbelt and one that was not in the greenbelt. If a tree is dead the home owner needs approval from the ZA to be able to take down the dead tree.

After further discussion it was decided to have further contact with Attorney Cliff Bloom regarding this issue and get further direction. This will be on the agenda next month.

NEW BUSINESS:

1. Election of Officers:

Moved by Baker, **Seconded** by Schultz to keep the same slate as officers as we have now.
Chair - Pitzer, Vice-Chair – Knape, Sec – Baker, Vice-sec - Arthur
Approved Unanimously

2. Wood Boilers Distance from Structure 3.16a: The ZA said after discussion with Pitzer and Nelson a wood boiler should be no closer than 20 feet to any *inhabited* structure. The PC previously amended the ordinance to allow 800 square feet of covered structure allow for wood storage. It could be closer to any other structure. The state code was checked.

Supervisor Nelson had a drawing that showed placement of wood boilers to other structures that would make it cleaner. The lean to shed could be attached to an out building.

There was more discussion on this.

Moved by Baker, **Seconded** by Rosen to modify the 3.16a (e) ordinance to say the wood boiler is not to be closer than 20 feet to an *occupied/inhabited* structure.
Approved Unanimously

Moved by Arthur, **Seconded** by Hummel that the ZA suspend enforcement of 3.16a (e) wood boiler ordinance as it is right now.
Approved Unanimously

3. On-Site Sewage Disposal System (OSDS)

Selzer said the ordinance states transfer of property from sale, deed transfer, land contract or inheritance that a septic evaluation be done on the property. The question we have is should it also include “inheritance”?

There was discussion as realtors also request this if a buyer wants it done. Other townships in the county don’t have this ordinance. However, the Health Department thinks this is a great ordinance and is glad Brooks Township has it. Discussion on the inheritance part of this ordinance.

Moved by Baker, **Seconded** by Knape to remove “inheritance” from the OSDS Ordinance in the Free Standing Ordinance Section 4.0 A.
Approved Unanimously

STAFF UPDATE: The ZA said he was gone last month so did not have a regular update. However, he has the township working with the Community Rating System for FEMA. It helps

with flood insurance. We are rated by things we do to inform property owners in the flood plain and flood ways of flood insurance of things they can do. We send out a brochure every spring. Last July we started our recertification. We have received our Class 8 notification that gives property owners a 10% reduction in their insurance premiums. There is also a 5% reduction in risk referred or high risk properties.

Selzer said this requires a lot of work with getting soil erosion permits that were involved with water properties, ZO compliance permits in those areas, had to provide a list of all property owners, addresses and parcel numbers. Re-Certification is every five years.

The US Geologic Survey and Army Corp of Engineers are doing a study of the Muskegon River from Croton Dam down to Bridgeton. They will put in gages and create a flood inundation map. A property owner will be able to click on this map and see where his property is in relation to the flood plan, elevation, etc.

The gages will tell the height of the river and how fast it is moving. Currently there are only two gages.

Verizon just submitted the Special Land Use Permit. They need to fill out the permit application form. The Site Plan has been submitted. It will be at the corner of Croton Dr. and Poplar Ave. If they get the application in this week, it's possible there will be a public hearing next month.

PUBLIC COMMENT: Comments received.

PLANNING COMMISSION MEMBER COMMENTS: Hummel said she will be gone next month. Rosen said she no longer will have a land line and to reach her on her cell phone.

ADJOURNMENT:

Moved to adjourn by Baker, **Seconded** Rosen at 8:41 p.m.
Approved Unanimously

Respectfully Submitted,

Pat Baker
Planning Commission Secretary

Maureen Dutkiewicz
Recording Secretary