

Minutes of March 4, 2021 Special Meeting of the Lee Township Planning Commission, 18:30

March 8, 2021

Meeting was called to order by Mari Spraul at 18:32.

Present: Marie Hickerson, Jeremy Paisley, Mari Spraul, Lawrence Henry and Kathy Weaver

Mari Called the meeting to order. Mari had amended the agenda by adding the Annual Report and moved the ordinance amendment for home occupation and medical marijuana at the end of our discussion. Lawrence moved to accept the agenda as amended and Jeremy seconded. The agenda was accepted.

Minutes of February 22, 2021 meeting were presented. Mari said we were not able to count Jeremy's votes because he had paperwork to complete. It was decided to approve the minutes contingently. Lawrence pointed out that even if the minutes were not approved they still should be posted as unapproved. Mari will check with the attorney to see if we need to change the agenda approval for this meeting. Lawrence moved to approve the minutes as written. Mari suggested we accept them contingent on what the attorney suggested. Lawrence amended his motion to accept the minutes of the February 22 meeting as written contingent of the attorney's response. Marie seconded. The minutes were approved.

Correspondence from North Kim Drive Cell Tower was read. Originally they asked for colocation, adding an antenna and servicing the antenna by adding remote radio units behind the antenna and installing equipment cabinets, canopies on a concrete pad. There was no change to the height or lighting of the tower, no change to the structure itself and no change to the structure's use. They would like to exchange a generator and install a small diesel backup generator on a concrete pad, less than a 100kw on a concrete pad. There will be no work on the tower itself. Since there were not changes to the towers themselves, Mari had Rodney act as zoning administrator and look over their drawings and plans. Rodney's comments were that he had reviewed the plan and found that the scope of work conforms to all applicable zoning ordinances required for administrative approval. Mari notified the group that they had administrative approval and they could start the work. There was a second tower that they want to perform equipment upgrade with no groundwork, upgrading antennas and other equipment on the existing cell tower. Upgrades will include replacing antennas with new antennas with different dimensions. No changes will be made to the ground equipment, tower height or compound use, no high voltage work is planned. The equipment upgrade will include groundwork including upgrading antennas and new concrete. They will be putting new equipment on the existing tower and adding a generator. Rodney said all projects described in letter required a zoning administrator review for zoning ordinance compliance. He asked that they send a full list of project plans to Mari Spraul along with a request for review. Mari is going to have the planner review this request.

Mari asked whether we had received and reviewed the Resolution for the Regular Meeting Dates for 2021. Lawrence made the motion to accept the resolution for the Regular Meeting Dates for the 2021 meeting schedule for the Lee Township Planning Commission as written. Mari seconded. Roll Call Vote: Marie, Yes; Jeremy, Yes, Lawrence, Yes; Mari, Yes; Kathy, Yes. Mari will send the resolution to Kathy to sign.

Mari proceeded with Unfinished Business. Mari asked if the group had received the copy of the 2020 Planning Commission Annual Report. Kathy moved to accept the 2020 Planning Commission Report, Lawrence seconded. Roll call vote: Kathy, yes; Jeremy, yes; Marie, yes; Lawrence, yes; Mari, yes.

Mari asked if we had read or had any questions on the Zoning Ordinance Chapter 8. Mari moved on to the Site Plan review Ordinance. The revised Chapter 8 will replace the existing Chapter 8. Mari pointed out the differences between the existing and new site plan, the definitions of minor, preliminary, final and special site plan approval. Mari covered the 4 actions that the Planning Commission can take on a Site Plan and recording those actions. Mari emphasized the importance of the standards required for the Site Plan Approval, Section 8.10. Marie asked if we have a Zoning Administrator since the new Chapter 8 refers to a Zoning Administrator. Lee Township does not currently have that and Rodney, the contracted planner has been acting in that capacity as needed.

The commission then covered the Special Use Permit Ordinance. The commission covered the standards required for a Special Use Permits. Mari pointed out that each district had permitted usage and residents and businesses need to follow those. If there is something outside the permitted usage, they must submit a special usage request/permit. The commission covered the application process, fees and escrow and the timeframe for submittal and general process for a special usage permit approval. The conditions of approval were read.

The Home Occupation Ordinance was reviewed and discussed. The Home Occupations standards were read. There was a discussion of 2 separate home occupations in the same house.

The commission called a break at 19:55.

The meeting was called back to order at 20:06.

Medical Marijuana Ordinance was discussed. The commission talked about the 2 industrial sites allocated in Lee Township. Jeremy asked if Lee Township had been approached by persons interested in a facility. Mari explained that townships had been required to notify the state as to whether they would allow marijuana facilities by a certain date. Lee Township opted to allow medical marijuana but not recreational. The various types of medical marijuana facilities allowed and the requirements needed.

Mari shared that we have money in the budget for another meeting and the contracted planner. Mari thought we could have the planner talk to the commission about the ordinances. The consensus was that we would not have another meeting. Mari shared that the township board wanted to meet with the planning commission before they moved forward with approval of the ordinances.

Public comment began at 20:29: Jeff Brown asked where he could find the individual ordinances rather than trying to go through the 127 page zoning ordinance which doesn't list specific ordinances. Mari said the planning ordinances are on the Lee Township website. If Jeff wants the ordinances that are filed in the book, he needs to talk to the township clerk.

Jeff also asked for clarification on accessory buildings and them being used as a dwelling. He has seen this allowed. Mari responded that this is not allowed although it has not been enforced. Jeff asked if he needed to take this to the township board. Mari said yes, taking this to the board would be the process. She suggested he write a letter to the board or email.

Jeff asked about the noise disturbance ordinance and how you would monitor that. Jeff wondered how the commission approved or denied a permit that would address the noise. He wondered what would constitute too much noise. Kathy suggested a complaint would have to be filed before it could be investigated. Generally the commission said Jeff should address this to Laura. Jeff said he had reported this and was told Lee Township didn't have a noise ordinance and Jeff referred the township officer to the ordinance. Mari suggested he call the police.

Jeff then asked about the industrial parcel on M-20 and 11 Mile. He wondered if the entire parcel was industrial or the small area on the map. Mari said the area is actually not industrial right now. It was put in the Future Land Use Map as industrial. There is a Zoning Map which is the current usage and a Future Land Use Map which is based on Lee Township Master Plan.

Public Comment closed at 20:37.

Lawrence moved to close the meeting. Marie seconded the motion and it was carried