

**Minutes of the Lee Township
Planning Commission Regular Meeting
Wednesday, January 19, 2022**

The meeting was called to order by Kathy Weaver at 7:00 p.m. Present were Lawrence Henry, Becky Grice, Steve Gregg and Kathy Weaver. Marie Hickerson joined the meeting via Google Meet.

The Pledge of Allegiance was recited.

First item was to nominate and elect new Planning Commission Officers. Lawrence nominated Kathy Weaver as chair. Kathy respectfully declined the nomination. Lawrence nominated Becky Grice as chair, Kathy seconded the nomination. Roll call vote: Lawrence, yes; Becky, yes; Steve, yes; Kathy, yes. Becky Grice was elected chair. Kathy nominated Steve for vice chair, Lawrence seconded. Roll call vote: Lawrence, yes; Becky, yes; Steve, yes; Kathy, yes. Steve Gregg was appointed vice chair. Becky nominated Kathy as Secretary, Lawrence seconded. Roll call vote: Lawrence, yes; Becky, yes; Steve, yes; Kathy, yes. Kathy Weaver was elected secretary.

Kathy turned the meeting over to Becky Grice.

The following changes were suggested to the agenda: There was a correction to Zach Brockway to speak about the purchase of Limmer Auto. A report from the Advisory Committee was added under Correspondence. Rose Construction rezoning and Lovely Gardens update were added under Unfinished Business. Under New Business the following was added: Escrow discussion, sharing of committee contact information, common email suggestion, Zoning Board of Appeals discussion, Parking Ordinance and questions from new members. Kathy moved to accept the agenda with the additions, Lawrence seconded the motion. The motion was passed and the agenda accepted as amended.

The new members of the Planning Commission were introduced and gave brief biographies.

The commission reviewed the minutes of the December Regular meeting. It was noted that on the discussion of bylaws, site plan was used instead of bylaws when approved. Lawrence moved to approve the minutes with the changes, Becky seconded the motion. The minutes were approved.

Becky introduced Zach Brockway. Zach is buying the Limmer Automotive property (Rick Limmer owner). Zach was concerned about renting the property back to the current owner. After discussion, it was deemed that this is not a zoning issue.

Advisory Committee Report:

After reviewing the Rose Construction lots, Rick discovered that 2 of the 3 lots purchased, 2 were combined by the township accessor for tax purposed under Commercial. The 3rd lot may still be zoned residential. Rick felt that Joe Rose's best avenue is to possibly apply for a Conditional Rezoning. Becky will contact Joe to make sure he is aware of the parcel issue. Possibly Joe may not have to apply for the rezoning.

Rick spoke to the Midland County Road Commission regarding the drive for the Dollar General site opening onto 7 Mile Road. Rick feels this is not going to be approved by the County Road Commission and the Dollar Store will have to apply to the State to get drives onto M-20. Another issue is the 35 parking spaces opposed to 70 indicated by the Parking Ordinance. The parking spaces are dictated by the square footage of the building. A Zoning Board of Appeals would have to make the decision to reduce the number of required parking spaces. Lee Township does not have a ZBA. The Planning Commission can change the Parking Ordinance to adapt to fewer parking spaces per square footage. The Planning Commission will work on the changing the Parking Ordinance.

Rick advised that the Commission general letters to the Township Code Authority and the applicants advising what Site Plans had been approved for 2021 including the preliminary Site Plan approval for River Forged. The minutes of those meetings where the site plans were approved should be included in those communications. Kathy will get letters generated and sent.

Rick also advised the Planning Commission to advise the Lee Township Board to budget money for the appointment of a Zoning Administrator. Becky did advise Rick to redirect people to her with Planning Commission questions.

Unfinished Business: The commission reviewed the bylaws, corrections were suggested. Kathy will make the corrections for the February meeting.

There was a brief discussion of the expectations for the Advisory Committee.

There was a discussion of the old ordinances being joined with the changes and additions to the ordinances. There should be electronic files with the clerk. Becky will collect the information and we will decide at the February meeting which is our best option to get the ordinances updated and together.

Lawrence reported that the owners of the Florida Lovely Gardens had pulled a permit for the pole barn building on that property. The letter composed in December needs to be amended to refer to updating the site plan. Kathy will edit the letter and send to Lawrence to be approved by the township attorney.

Laura needs a list of special meetings and attendees so monies kept in escrow for the special meeting fees can be moved. Kathy will send that to her.

Becky suggested that the Planning Commission have their terms of office posted on the Lee Township website. The members will get that information to Becky. Becky also suggested that a common email be created that will send an email to all members of the Planning Commission. Lawrence also recommended that the Commission members have a separate email only for township business. Marie will create the common email address and also create a "Lee Township" email for Steve Gregg and Kathy Weaver.

Lawrence suggested that at the next Board Meeting for Lee Township that Becky's report include a suggestion we need to create a Zoning Board of Appeals.

Lawrence suggested that it is time to change the Parking Ordinance to reflect a more common-sense approach to parking in needs for businesses in Lee Township. The first step is to amend the current Parking Ordinance. The commission will review the Parking Ordinance at the February meeting.

Lawrence moved to have the advisory committee review the Parking Ordinance and give suggestions at the February meeting, Kathy seconded the motion, the motion passed.

Becky will put the annual report together and send to the board.

Public comment began at 8:57 p.m. Public comment ended at 9:00 p.m.

Kathy moved to adjourn the meeting, Steven seconded. The meeting was adjourned at 9:04 p.m.