

Caseville Township Planning Commission
Approved Minutes of Special Meeting of February 24, 2012

A special meeting of the Caseville Township Planning Commission was called to order by Chairman Jim Canary with the Pledge of Allegiance at 10:00 a.m. on February 24, 2017 at the Caseville Township Hall Conference Room, 6767 Main Street, Caseville, Michigan. The stated purpose of the meeting: to meet with the Township Supervisor, the Township Building Inspector and the Township Zoning Enforcement Officer to discuss and review enforcement issues.

Present at this meeting:

Planning Commission members:

Jim Canary, Chair

Russ Lundberg, Vice Chair

Jerry Platko, Secretary

Charles Morden

Doug Grates

Kath Wroblewski

(Paul Golsch excused)

Also present:

Andrew Nowak, Chair of Zoning Board of Appeals

Fred Busch, Supervisor

Terry Kelly, Zoning Administrator / Building Inspector

Gary Horkey, Ordinance Enforcement Officer

Jim Canary began the meeting by reviewing the purpose of the meeting. The role of the Planning Commission with regard to the zoning ordinance and master plan was described and recent planning/zoning activity was provided by several members of the planning commission. Russ Lundberg spoke in depth about zoning ordinance provisions, the masterplan and enforcement responsibility.

It was noted that Terry Kelly now serves in the dual capacity as zoning administrator and zoning enforcement officer (as well as building inspector). Gary Horkey is general ordinance enforcement officer (all ordinance provisions except zoning). Lundberg explained the site plan review provisions of the ordinance by indicating the Planning Commission has responsibility of reviewing (for zoning approval) commercial, industrial and multiple family projects while the zoning administrator handles review of agricultural and single/two family dwelling projects. Accessory building uses located in the R-1 District (across the street from waterfront homes) and proposed changes to personal storage building uses in the Rural Residential District was also reviewed.

The role of the Zoning Board of Appeals was then briefly reviewed. ZBA Chair Andy Nowak stated procedures for approving variances are found in the zoning ordinance, that complying with ordinance

provisions (approval criteria) are needed to gain requested variances. Nowak also briefly spoke about the zoning administrator's role in this process (when to issue zoning permits and when to refer to ZBA).

Zoning Administrator Terry Kelly spoke about his role as administrator and stated his desire to administer the ordinance as provided in the ordinance. It was noted that he provides a written report each month of his activity. Supervisor Busch noted that he and Terry meeting regularly to discuss issues at hand.

Ordinance Enforcement Officer Gary Horkey gave a brief review of his role and activities to date. He also stated that he regularly meets with the supervisor, calls complainants and visits with neighbors in order to resolve complaints.

Supervisor Busch then stated the codification and printing of the zoning ordinance will be handled by professional company, thereby providing a professional looking and up-to-date (codified) document.

Existing zoning enforcement issues:

Greg Kretz shed (no zoning permit)
Briesmister balconey enclosure project
Boise accessory/residence structure

Comments. All in attendance felt this meeting was very worthwhile and should be repeated (perhaps 2 such meetings per year). Lundberg reiterated his offer to serve on a subcommittee to continue reviewing zoning enforcement efforts, as needed. It was also noted that Terry Kelly could attend regular planning commission meetings as necessary.

With no further business to come before the Planning Commission this meeting, the Chair thanked those in attendance. Motion by Morden, seconded by Grates, to adjourn. The meeting was adjourned at 12:10 p.m.

Respectfully submitted
Russell R Lundberg, Acting Secretary