

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, June 14, 2022 --- 7:00 p.m.

Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER:

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, June 14, 2022, at 7:01 p.m.

II. ROLL CALL:

Present: Carman Bean, Zach Cook, Mary Davis, Gordon Oliver and Amanda Wethington. Mark Sweppenheiser was absent. The record shows there is a quorum. Also present: William Stanek, Supervisor; Zoning Administrator and Recording Secretary, Timothy Kleinheksel.

III. JEFF OOSTERHOUSE, NEW COMMISSION MEMBER:

Mr. Stanek introduced a new Planning Commission Member: Mr. Jeff Oosterhouse. Mr. Oosterhouse lives in the southeast portion of the Township. Mr. Oosterhouse was given the oath of office.

IV. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. No one indicated that a conflict of interest existed.

V. APPROVAL OF MAY 10, 2022 AND MAY 18, 2022 MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the May 10, 2022 meeting. Mrs. Davis made a motion to approve the May 10, 2022 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

Mrs. Wethington asked the Commission members to review the minutes of the May 18, 2022 meeting. Mr. Oliver made a motion to approve the May 18, 2022 minutes as submitted. Mrs. Davis supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

VI. PUBLIC HEARING – 2023-2028 CAPITAL IMPROVEMENT PLAN

A public hearing to allow the Planning Commission to receive public input on the 2023-2028 Capital Improvement Plan was called to order by Mrs. Wethington at 7:04 pm. With no public comment Mrs. Wethington closed the public hearing.

VII. ACTION ON 2023-2028 CAPITAL IMPROVEMENT PLAN

Mr. Cook made a motion to accept the 2023-2028 Capital Improvement Plan and forward it to the Board of Trustees. Mrs. Davis supported the motion. The motion passed with five ayes via roll call vote. Mr. Bean abstained being a voting member of the Board of Trustees.

VIII. ORDINANCE REVISION – SITE PLAN/CHANGE OF USE

Mr. Kleinheksel presented an ordinance revision to the Site Plan Review ordinance 253.262. This revision adds verbiage to allow property owners to apply for a Change of Use Review in lieu of a site Plan Review. The commission members discussed the verbiage and the application for a Change of Use Review. Mr. Bean made a motion to accept the ordinance revision with the addition of paragraph “B” that subsequently changes existing paragraph “B” to “C”, “C” to “D”, etc. and forward it to the Board of Trustees. Mr. Oliver supported the motion. The motion passed with six ayes.

IX. PUBLIC COMMENT:

There was no public comment.

X. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 7:20 pm.

APPROVAL: Action taken at the regular meeting of July 12, 2022: Motion to approve the Planning Commission minutes of June 14, 2022 by: Mrs. Davis. Supported by: Mr. Cook. Motion carried with six ayes.

Timothy Kleinheksel,
Timothy Kleinheksel, Recording Secretary
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

July 12, 2022
Date Approved