

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, June 13, 2023 --- 7:00 p.m.

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

I. CALL TO ORDER: 7:00 P.M.

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, June 13, 2023, at 7:00 p.m.

II. ROLL CALL:

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

III. ADDITIONS TO AGENDA:

The following items were added to the agenda for tonight's meeting: Junk Ordinance Revision; A1 Auto and Toy Repair.

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. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the May 9, 2023 meeting. Mrs. Davis made a motion to approve the May 9, 2023 minutes as submitted. Mr. Sweppenheiser supported the motion. There was no further discussion. The motion passed unanimously with seven ayes.

VI. SUP23-003 ANIMAL RESCUE COALITION:

SUP23-003 is an application by the Animal Rescue Coalition for a special use permit to allow a commercial business in the agricultural zoning district. The location of the property is 23045 Woodward Avenue, Big Rapids Township. The following email was received on Saturday, June 10, 2023 at 9:47a.m.: *Dear Mr. Kleinheksel, I would like to withdraw my application for special use permit for The Animal Rescue Coalition on Woodward Avenue. Cate Arroe.* Mr. Kleinheksel replied to the email requesting a verification of the withdrawal via telephone or visit to the office. Ms. Arroe telephoned and verified that she indeed was requesting the withdrawal. No reason for withdrawal was given by Ms. Arroe. The public hearing was removed from the agenda and the Township website. There were no public attendees at the meeting.

VII. PUBLIC HEARING – 2024-2029 CAPITAL IMPROVEMENT PLAN:

A public hearing to allow the Planning Commission to receive public input on the 2024-2029 Capital Improvement Plan was called to order by Mrs. Wethington at 7:02 p.m. With no public comment Mrs. Wethington closed the public hearing. Mr. Sweppenheiser made a motion to accept the 2024-2029 Capital Improvement Plan and forward it to the Board of Trustees. Mr. Gordon supported the motion. The motion passed with six ayes via roll call vote. Mr. Bean abstained being a voting member of the Board of Trustees.

VIII. ROUTLEY EGLE PERMIT APPLICATION:

Mr. Stanek presented the details of a permit application from Routleys Septic Services to the department of environment, Great Lakes and Energy (EGLE). Discussion followed. No action was required by the Planning Commission.

IX. NEW BUSINESS:

Junk Ordinance Revision: The Board of Trustees has requested that our junk accumulation Ordinance be updated with an accelerated timeframe and penalty for habitual offenders. Mr. Kleinheksel presented a suggested verbiage revision of the Ordinance. After lengthy discussion, it was the consensus of the Committee members that we ask the Township attorney to review and suggest his verbiage and comments. The Board of Trustees will discuss this issue at their next regular meeting and advise procedure to involve attorney.

A1 Auto and Toy Repair: Mrs. Wethington voiced a concern of excess vehicles in the parking lot in front of A1 Auto and Toy Repair at 14120 Northland Drive. She wants to know if the record shows stipulations on the number of vehicles allowed in the parking lot.

July Planning Commission meeting date change: Mr. Kleinheksel requested that the July Planning Commission meeting date be moved due to a personal commitment. It was agreed that the meeting will be scheduled for July 18, 2023.

X. PUBLIC COMMENT:

There was no public comment.

XI. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 8:00 p.m.

APPROVAL: Action taken at the regular meeting of August 8, 2023: Motion to approve the Planning Commission minutes of June 13, 2023 by: Mrs. Davis. Supported by: Mr. Oliver. Motion carried with seven ayes.

Timothy Kleinheksel,
Timothy Kleinheksel, Recording Secretary

August 8, 2023
Date Approved

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