

RUTLAND CHARTER TOWNSHIP / CITY OF HASTINGS
JOINT PLANNING COMMISSION
DRAFT March 20, 2019 Meeting Notes

Members present: Hawthorne, Haight, Hatfield.

Members absent: Graham, Wiswell, Jarvis.

Others present: Raymond, Watson, Czarnecki, Mansfield.

Chairman Hatfield noted that a quorum of the JPC members was not present this evening, and therefore an official meeting of the JPC could not be convened.

Hawthorne distributed a draft version of several ordinances being considered for adoption in Rutland Township, including an ordinance regulating electronic billboards and message boards. Those present discussed these draft ordinances.

Raymond discussed regulations and fees applying to temporary events. Raymond and Hawthorne explained that temporary events included temporary sales and vending operations. Hawthorne noted that the Township was considering the appropriate fees related to permits for such activities and events.

Raymond noted that the JPC may need to consider ordinances regulating marijuana related establishments and facilities in the future.

Submitted by:

Jeff Mansfield
Administrative Secretary

RUTLAND CHARTER TOWNSHIP / CITY OF HASTINGS
JOINT PLANNING COMMISSION
DRAFT May 15, 2019 Meeting Minutes

Members present: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield.

Members absent: None.

Others present: Raymond, Watson, Mansfield, Czarnecki.

The meeting was called to order at 5:35 p.m. by Chairman Hatfield.

Hatfield led those present in reciting the Pledge of Allegiance.

Hatfield requested a motion to act on item 9 b. to appoint Jerry Czarnecki to serve as Administrative Secretary for the JPC. Motion by Jarvis, second by Wiswell.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Motion by Graham, second by Wiswell to formally thank Jeff Mansfield for many years of dedication to the JPC. Many members expressed their gratitude as well.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Hatfield asked for comments or questions related to the minutes for the December 19, 2018 minutes meeting of the Joint Planning Commission. No comments were forwarded.

Motion by Hawthorne, second by Graham to approve the minutes of the December 19, 2018 meeting of the Joint Planning Commission, and to receive and place on file notes from March 20, 2019 JPC meeting and the minutes of the January 21, 2019 and March 18, 2019 meetings of the Joint Planning Alliance.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Hatfield introduced discussion regarding the agenda for tonight's meeting and asked for amendments or additions to the agenda in addition to action on item 9b. No comments were forwarded.

Motion by Graham, second by Jarvis to approve the agenda for tonight's meeting as amended.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Hatfield noted that there were no public hearings scheduled for tonight's meeting.

Hatfield asked Raymond to present a report as the Zoning Administrator for the JPC. Raymond stated that sign on Green Street that was damaged by a vehicle is being replaced. An electrical permit is needed for internal lighting. Request to place fireworks tent next to DQ, permit may be coming in. Raymond asked if JPC wants same charge as temporary event permit in Rutland Township of \$50.

Motion by Graham, second by Jarvis to set the temporary event permit charge at \$50.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Hatfield asked for a status report regarding the non-motorized trail and sidewalk improvements for master plan area west of Industrial Park Drive/Cook Rd. Czarnecki stated that there is no new information. Will address with next round of Land Acquisition Grants.

Hatfield asked for a report regarding sidewalk improvements and potential SAD along West State Street. Czarnecki stated that the project still being discussed. The crossing of the creek is the issue. It has been suggested by DEQ and MDOT to bring the sidewalk up next to the road and not deal with

a new crossing of the creek. Hatfield expressed concern with moving closer to the road, very busy and traffic travels at higher speeds. It was requested to continue considering bridge or boardwalk.

Hatfield asked for a report on the City's Master Plan update. Steering Committee is meeting on May 16, 2019 and a Housing Forum was held on April 9, 2019. Hatfield mentioned that there are two groups working on housing, City Master Plan steering committee and Chamber Housing initiative. Need to make sure not duplication of efforts. Mansfield suggested getting Rebecca Harvey in contact with Chamber. The focus of the Chamber is affordable housing. Needs to be a focus at all levels. The Steering Committee will focus on Infrastructure next.

Hatfield introduced discussion regarding possible options to address the coming expiration of the 1992 agreement between the City and Rutland Township for the provision of sanitary sewer service to certain properties. Mansfield stated that the attorney (Scott Steiner) helping with the agreement is now from Rhoades-McKee. Steiner is currently working to get up to speed on the agreement, not charging a fee. Plan is to model after Carlton Township agreement.

Hatfield introduced discussion regarding current zoning issues. JPC did discuss in March, but did not have a quorum. Rutland and City of Hastings have both currently opted out Recreational Marijuana. Rutland is planning to revisit. If Rutland opts in, JPC will need to address the ordinance. Rutland Township has adopted an electronic billboard ordinance. Discuss will continue at the next JPC meeting to determine if the JPC will move forward with setting a public hearing to address electronic billboards. The ordinance will need to also be approved by Rutland Township Board and Hastings City Council.

Hatfield asked for public comment. No comment was forwarded.

Hatfield asked for comments from the members of the JPC.

Graham asked if anyone knew if there were plans for the Save-a-lot property. Would hate to see deterioration of the property.

Hatfield asked for additional comments from the members of the JPC. No additional comment was forwarded.

Motion by Jarvis, second by Wiswell to adjourn the meeting at 6:10 p.m.

In favor: Wiswell, Graham, Hawthorne, Jarvis, Haight, Hatfield

Opposed: None

Absent: None

Motion carried.

Submitted by:

Jerry Czarnecki
Administrative Secretary

RUTLAND CHARTER TOWNSHIP / CITY OF HASTINGS
JOINT PLANNING COMMISSION
DRAFT June 19, 2019 Meeting Minutes

Members present: Graham, Hawthorne, Jarvis, and Haight.

Members absent: Wiswell and Hatfield.

Others present: Raymond and Czarnecki.

The meeting was called to order at 5:33 p.m. by Vice Chair Graham.

Graham led those present in reciting the Pledge of Allegiance.

Graham asked for comments or questions related to the minutes for the May 15, 2019 minutes meeting of the Joint Planning Commission. No comments were forwarded.

Motion by Jarvis, second by Haight to approve the minutes of the May 15, 2019 meeting of the Joint Planning Commission, and to receive and place on file minutes from May 20, 2019 Joint Planning Alliance meeting.

In favor: Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Absent: Wiswell and Hatfield

Motion carried.

Graham introduced discussion regarding the agenda for tonight's meeting. No comments were forwarded.

Motion by Hawthorne, second by Jarvis to approve the agenda for tonight's meeting as amended.

In favor: Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Absent: Wiswell and Hatfield

Motion carried.

Graham noted that there were no public hearings scheduled for tonight's meeting.

Graham asked Raymond to present a report as the Zoning Administrator for the JPC. Raymond stated he had received an application and payment for a Temporary Event Permit for Dairy Queen to have the fireworks tent.

Graham asked for a status report regarding the non-motorized trail and sidewalk improvements for master plan area west of Industrial Park Drive/Cook Rd. Czarnecki stated that there is no new information. Will address with next round of Land Acquisition Grants.

Graham asked for a report regarding sidewalk improvements and potential SAD along West State Street. Czarnecki stated that there was no new information.

Graham asked for a report on the City's Master Plan update. Czarnecki stated that there was no new information to report.

Graham introduced discussion regarding possible options to address the coming expiration of the 1992 agreement between the City and Rutland Township for the provision of sanitary sewer service to certain properties. Czarnecki stated that there is no new information to report.

Graham introduced discussion regarding electronic billboard ordinance. Members discussed that they were in agreement that something needs to be put in place. It was suggested to model after the ordinance that was passed by Rutland Township. JPC would need to hold a public hearing and then make a recommendation to the Hastings City Council and Rutland Township Board to approve any changes to zoning ordinances in the JPC area.

Motion by Haight, second by Jarvis to set a public hearing to be held at 5:30pm on July 17, 2019 to propose electronic billboard ordinance.

All ayes.

Motion carried.

Graham asked for public comment. No comment was forwarded.

Graham asked for comments from the members of the JPC. No comment was forwarded.

Motion by Jarvis, second by Haight to adjourn the meeting at 6:09 p.m.

In favor: Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Absent: Wiswell and Hatfield

Motion carried.

Submitted by:

Jerry Czarnecki
Administrative Secretary

RUTLAND CHARTER TOWNSHIP / CITY OF HASTINGS
JOINT PLANNING COMMISSION
DRAFT July 17, 2019 Meeting Minutes

Members present: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight.

Members absent: None.

Others present: Raymond, Watson, and Czarnecki.

The meeting was called to order at 5:30 p.m. by Chairperson Hatfield.

Hatfield led those present in reciting the Pledge of Allegiance.

Hatfield asked for comments or questions related to the minutes for the June 19, 2019 minutes meeting of the Joint Planning Commission. No comments were forwarded.

No JPA meeting in June.

Motion by Jarvis, second by Graham to approve the minutes of the June 19, 2019 meeting of the Joint Planning Commission.

In favor: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Motion carried.

Hatfield introduced discussion regarding the agenda for tonight's meeting. No comments were forwarded.

Motion by Wiswell, second by Haight to approve the agenda for tonight's meeting as amended.

In favor: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Motion carried.

Hatfield noted that there were no public hearings scheduled for tonight's meeting.

Hatfield asked Raymond to present a report as the Zoning Administrator for the JPC. Raymond stated that he would reserve comment for new business.

Hatfield asked for a status report regarding the non-motorized trail and sidewalk improvements for master plan area west of Industrial Park Drive/Cook Rd. Czarnecki stated that there is no new information. Will address with next round of Land Acquisition Grants.

Hatfield asked for a report regarding sidewalk improvements and potential SAD along West State Street. Czarnecki stated that there was no new information.

Hatfield asked for a report on the City's Master Plan update. Czarnecki stated that there was no new information to report.

Hatfield introduced discussion regarding possible options to address the coming expiration of the 1992 agreement between the City and Rutland Township for the provision of sanitary sewer service to certain properties. Czarnecki stated that Attorney is up to speed, and provided suggestions for the agreement. City of Hastings to review and then share with Rutland Township.

Hastings introduced discussion regarding electronic billboard ordinance. Raymond recommended that ordinances and notices related to the JPC be put together by the attorney. This will allow for legal language to be appropriate and defensible by the attorney.

Motion by Jarvis, second by Hawthorne to have all ordinances and notices related to the JPC be put together by the attorney.

In favor: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight
Opposed: None

Motion carried.

Motion by Hawthorne, second by Jarvis to set a public hearing to be held at 5:30pm on August 21, 2019 to propose electronic billboard ordinance and notice in the Hastings Banner.

In favor: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight
Opposed: None

Motion carried.

Hatfield asked for public comment. No comment was forwarded.

Hatfield asked for comments from the members of the JPC. No comment was forwarded.

Motion by Wiswell, second by Haight to adjourn the meeting at 5:52 p.m.

In favor: Hatfield, Wiswell, Graham, Hawthorne, Jarvis, and Haight

Opposed: None

Motion carried.

Submitted by:

Jerry Czarnecki
Administrative Secretary

RUTLAND CHARTER TOWNSHIP / CITY OF HASTINGS
JOINT PLANNING COMMISSION

November 20, 2019 Draft Meeting Minutes

5:30 p.m.

Rutland Charter Township Hall

1. Call to Order

Chair Hatfield called the meeting to order at 5:34 p.m.

2. Roll Call and Introductions

Present: Hatfield, Graham, Wiswell, and Haight. Absent: Jarvis and Hawthorne. Other present: Raymond, Watson and P Jarvis.

3. Pledge of Allegiance

4. *Approval of Agenda Moved by Graham, second by Haight to approve the agenda as written. All ayes, motion carried.

5. *Approval of Minutes – August 21, 2019 JPC Meeting Moved by Wiswell seconded by Graham to approve the minutes as written. All ayes, motion carried.

- a. Receive and place on file the draft minutes of the September 16, 2019 meeting of the Joint Planning Alliance.

6. Public Hearings: None

7. Staff Report (Zoning Administrator): Nothing new to report.

8. Old Business

- a. Receive status report regarding non-motorized trail and sidewalk improvements and master plan for areas west of Industrial Park Drive / Cook Road: Watson reported that the improvements are starting over with the biggest issue on whether a bridge will be allowed by MDOT.
- b. Receive status report regarding sidewalk improvements and potential SAD along West State Street. Graham reported that Matt Gergen is working on this.
- c. Receive status report on City's Master Plan update. Hatfield reported that the city is making progress.
- d. Receive brief report regarding progress of updating the 1992 Sewer Agreement. Hatfield reported that he understands there are issues, but the matter is in discussions between Watson and Czarnecki.

9. New Business

- a. Set meeting dates for 2020. Plan for Resolution to act on next meeting.*

Moved by Haight, seconded by Wiswell to adopt the Resolution for the meeting dates for the year 2020. Roll Call Vote: Ayes: Graham, Haight, Wiswell, Hatfield. Nays: none. Absent: Hawthorne and Jarvis.

- b. Impact of May 2019 Right to Farm Act. Determine future action.*

Raymond commented on the text and memorandum. Discussion on properties within the JPC district. Hatfield indicated there was consensus to take the matter under advisement until the next meeting in January with a public hearing to occur.

10. Public Comments and Communications Concerning Items not on the Agenda

None.

11. Commissioner's Comments

Graham asked if there was any interest in Sav-A-Lot property. Watson indicated there was some interest; discussion occurred. Raymond commented on the legal marijuana issue and discussion occurred.

12. Adjournment Moved by Graham, seconded by Haight to adjourn. Motion carried. Meeting adjourned at 6:06 p.m.

Pam Jarvis
Acting Secretary