

## SAUGATUCK TOWNSHIP PLANNING COMMISSION

December 7, 2009

The Saugatuck Township Planning Commission met on December 7, 2009, at the township hall on Blue Star Highway, Saugatuck, Michigan 49453.

Present: Conklin, Darpel, Edris, Hanson, Milauckas, Rowe

Absent: Rausch

Also present: Planner Sisson, Dennis Reckley and Layne Lechner for Pine Trail Camp, and one reporter.

Chair Edris called the meeting to order at 7:00 P.M. Two items, Z. A. Ellingsen's 12/02/09 to Jack Helder and a discussion about Atty Bultje's confidential letter to the Township, were added to the agenda. Minutes of November 23 were approved as amended (Rowe/Hanson): Page 2, middle of 1<sup>st</sup> paragraph, should read "In answer, Atty Bultje reiterated that there has been no formal written request to extend the Cooperation Agreement, no formal written application . . .;" and next to last paragraph, last sentence should read "A member of the audience urged the Planning Commission (delete "was urged") . . ."

There being no general public comment, Edris opened the site plan review of Pine Trail Camp's request to build a director's residence and remove an existing dwelling. Notice was made to neighboring property owners. Dennis Reckley of Sluiter Vanden Bosch, explained that an open pavilion would replace the present residence to be removed, and the new one-story residence with walk-out lower level would be constructed on the corner of the property on Dugout Road. He added that Ellingsen had asked him to include the future pavilion in this review, although it does not appear on the site plan. Sisson said this is an expansion of the duration of a non-conforming use and must come before the Zoning Board of Appeals. Sisson pointed out that the plan does not show the required set-back of 73 feet from the centerline of Dugout Road. Sisson brought up the idea that traffic might become heavier someday, necessitating widening Dugout Road. Because the proposed building is so close to the existing staff house, moving it to the north would be difficult.

Rowe made a motion, supported by Hanson, to table Pine Trail's site plan review, seeking a variance and/or resolution of the set-back issue from the ZBA. Motion carried.

Sisson's 12/03 report on the outcomes of the wind energy discussion of November 23 was discussed. Decisions will be reflected in his next report.

After a brief recess, meeting reconvened at 9:10 to discuss Bultje's draft of Rules of Procedure, dated 4/07/09, vis a vis a set of Planning Commission Bylaws from another jurisdiction provided by Sisson. Consensus was to insert certain sections from the model provided by Sisson into the Rules of Procedure of 4/07/09 as follows: Sec. 3, I, regarding education of Planning Commissioners; Sec. 6 dealing with conflict of interest and Sec. 8

dealing with duties of the Zoning Administrator and Planning Consultant, adding that the Zoning Administrator should advise applicants of relevant ordinance requirements and that the Zoning Administrator and Planning Consultant should determine escrow amounts. Hanson suggested the Order of Business in Chapter II, 2.4 of Bultje's 4/07/09 draft should be changed to replace Old Business with Public Hearings and New Business with Continuation of Business.

Edris reported that Jannereth and Sarkipato of the DEQ would both be available in February for a public hearing on expanding the Critical Sand Dune boundaries. He asked for dates when the Commissioners would not be available in February and March. He said he would contact McClendon's attorney Neumer for dates and consult with Jannereth and Sarkipato also.

Edris introduced a letter dated December 2 from Z. A. Ellingsen to Jack Helder, SAU for sand mining at 62<sup>nd</sup> St. and M-89, discussing the DEQ's requirement of a retention area in connection with the construction of the road through the wetland on 62<sup>nd</sup> St. Consensus was that this is an administrative detail between Helder and Ellingsen, not necessitating a new site plan, being consistent with the original conditions for approval.

Milauckas had questions about how to process legal advice from the attorney. At what point should the attorney/client privilege be lifted and the information made public? Edris said he thought it was up to the Township Board to decide that, and Hanson suggested Milauckas take his questions to Supervisor Wester.

Meeting adjourned at 11:10 P.M. The next regular meeting is January 20 at 7:00 P.M.

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Betty A. White, Recording Secretary

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Sandra Rausch, Secretary

### **MOTIONS**

1. Motion by Rowe/Hanson to approve amended minutes of November 23
2. Motion by Rowe/Hanson to table site plan review for Pine Trail Camp.