

**Birch Run Township
Planning Commission
Meeting Minutes**

Regular Meeting

November 22, 2004

Members Present

Dennis Bronner

Bob Scharrer (absent)

Alan Hunter

Diane Timmons

Jeff Putnam (absent)

James Totten

Wyn Wilson

The planning commission meeting was called to order at 7:00 pm by Chairman Al Hunter. A quorum was present.

Minutes of the **October 21, 2004** special meeting were reviewed and approved on a motion by Bronner and supported by Wilson. Motion passed.

The **purpose** of this meeting is to:

1. Schedule the Site Plan review for Birch Run Moose Lodge #2426
2. Discuss the revised site plan for General RV
3. Discuss the Planning Commission's Site Plan Review fee recommendations to the Board
4. Discuss Planning Commission membership i.e., members who do not regularly attend and Chairman Hunter's plans to retire in Spring, 2005
5. Master Plan review, with plans to update in January, 2005

Scheduled the **Birch Run Moose Lodge** review for Tuesday, December 7, 2004. Discussed the new transmittal/feedback form the Zoning Department sent with drawings.

The Planning Commission reviewed the revised site plan for **General RV**. Items of note are:

- A new parcel of land to the south has been added to the drawings.
- Parking places have been added to the original plan
- The propane tank and dump facility has been moved from its original location to the new property just south of the original parcel's lot line.
- It was decided that a new Site Plan review will be necessary unless General RV elects to adjust the lot line between the new and old properties to include the propane tank/dump in its new location and easement for parking.

The Planning Commission recommends the following **Fee Schedule for Site Plan reviews**.

- \$750 for the initial review
- Charge the cost of salaries only (about \$400) for the final review
- If the Site Plan final review can be put off until the next regular PC meeting, the follow-up or final review will be done without added cost.

The Planning Commission discussed possible **replacement candidates** for the Chairman's position in Spring 2005. Also discussed who would make a good new member with Dave Stewart being mentioned as a good candidate.

Chairman Hunter wants the January meeting to be devoted to the review and update of the **Master Plan**. We need to look at:

- Zoning District titles
- Eliminate A-2 District
- Review "Goals & Objectives"
- Look at the Future Land Use Map, match district titles to zoning ordinance
- Prepare draft of recommended changes for the March meeting

Other Business

Totten gave a brief update on township and village water negotiations with Saginaw County.

Future Meetings:

Tuesday, December 7, 2004, 7:00 pm. Moose Lodge Site Plan review, and possibly General RV Site Plan revisions.

The next regular meeting is set for Monday, January 24, 2005.

All in favor to Adjourn at 8:27 pm with a motion by Wilson, seconded by Bronner.

Submitted: Diane Timmons, Secretary

Diane Timmons

Approved: December 7, 2004