

**PUTNAM TOWNSHIP
PLANNING COMMISSION MEETING
December 13, 2017
MINUTES**

CALL TO ORDER

Chairperson Lomber called the meeting to order at 7:00 p.m. There were 4 citizens in attendance.

ROLL CALL

MEMBERS PRESENT: Porath, Lomber, Gannon, Hood, Beemer and Klein.

MEMBERS ABSENT: Ligon with notice.

OTHERS PRESENT: Philip Westmoreland, Township Engineer, Jennifer Koch, Township Fire Marshall, Ken Damrel, Township Zoning Administrator, Pamela Kekes, Recording Secretary, and Brian Borden, LSL Planner, on conference call.

CALL TO THE PUBLIC

Opened at 7:01 p.m.

No Response.

Closed at 7:02 p.m.

APPROVAL OF AGENDA

Motion by Porath and supported by Beemer to approve the agenda as amended adding to Old Business, C, adding Discussion of Private Road Ordinance. MOTION CARRIED.

APPROVAL OF MINUTES

Motion by Porath and supported by Hood to approve the 10/11/17 minutes as amended. MOTION CARRIED.

CORRESPONDENCE – Livingston County Planning Commission approved the recommendation made by the Planning Commission for the rezoning request for 875 Patterson Lake Road.

PLANNER'S REPORT – Nothing to report.

ZONING BOARD of APPEALS REPORT – Gannon reported on the upcoming December 18, 2017 meeting.

TOWNSHIP BOARD REPORT – Klein reported on the ~~November 15~~ *December 12, 2017*, meeting.

LAND DIVISION REPORT – Beemer stated that there is an upcoming meeting on December 19, 2017, regarding 875 Patterson Lake Road.

ZONING ADMINISTRATOR'S ORDINANCE ISSUE LIST – Damrel stated that his report is included in Commissioners' packets.

FIRE MARSHALL REPORT – Koch reported than she is finishing up the annual visits and closing out the year.

OLD BUSINESS

- A. Paul McKolay, 10364 Dexter-Pinckney Rd., #4714-26-100-022
 - 1. Borden presented his report dated December 4, 2017, as Metro West Outdoor Services were here for Final Site Plan review/motion. He had some issues that had not been addressed by applicant which are listed in the 12/4/17 report. Westmoreland presented his report dated December 4, 2017. Biggest issue is that Township Ordinance Section 340-160 paragraph E (3) requires that all parking spaces and maneuvering lanes be hard-surfaced with a paved material, such as asphalt or concrete.
 - 2. **Motion by Porath and supported by Lomber to table the Final Site Plan to give the applicant opportunity to address concerns of consultants and Commissioners. MOTION CARRIED.**
- B. Discussion of Draft Ordinance Solar Energy Systems.
 - 1. Commissioners have Borden's and Attorney's review of adopting an amendment to the Township Zoning Ordinance regarding Solar Energy Systems. After discussion, Commissioners would like to review information and bring back to the next meeting.
- C. Discussion of Private Road Ordinance.
 - 1. Klein presented concerns regarding the issue of when property is split; a private road maintenance agreement is required for split to occur. Borden will review and bring to the Commissioners.

NEW BUSINESS

- A. 2018 Meeting Dates
 - 1. Damrel stated that the 2018 Meeting Dates were in Commissioners' packets.

CALL TO THE PUBLIC

Opened at 8:50 p.m.

Beemer questioned if Fire Marshall is needed to attend every Planning Commission meetings and review of C 1 and C 2 zoning requirements.

Closed at 8:55 p.m.

ADJOURNMENT

Motion by Porath and supported by Beemer to adjourn at 8:57 p.m. MOTION CARRIED.

**Pamela Kekes
Recording Secretary**