

Bridgewater Township Planning Commission Minutes – Approved

I. 9-Feb-15 meeting called to order 7:00 P.M. by Dave Horney

II. Roll Call

Cal Messing	Dave Horney	Mark Iwanicki
Ron Smith	Tom Wharam	

III. Citizen Participation

- None

IV. Review and Approve Agenda

- Motion to approve the agenda as presented – Dave Horney
- Second to motion – Mark Iwanicki
- Vote – unanimous

V. Approval of Minutes

- Motion to approve minutes from 12-Jan-15 as presented – Dave Horney
- Second to motion - Cal Messing
- Vote – unanimous

VI. Public Hearings

- None

VII. Old Business

A. Monastery site plan review

- Rodney Nanney went through his report and the changes needed for the final site plan
- Now have just 271 plots, less than allowed in the SLU
- The chapel meets the zoning ordinance now since it is placed a little farther back from the road frontage
- A cemetery maintenance plan is still needed, it is best practice to place it on the final site plan so it will be on one document
- The boundary adjustment is needed before the final site plan approval
- Stefena Romanov asked about the boundary adjustment. Ron Smith said she should talk to Mary Rider. Ron Smith and Stefena Romanov will meet on Thursday at 10:30 AM with Mary Rider. Ron Smith gave Stefena Romanov the appropriate forms
- Rodney Nanney explained that both property owners need to apply for the boundary adjustment. The Holy Ascension Monastery needs permission to apply to make the change. This changes the property descriptions so both Bridgewater Township and Washtenaw County must be notified
- Parking and landscaping are sufficient, there is deferred parking, OHM recommended handicap access be in final site plan
- Approval should include mention of engineer and consultant reports
- Arexki Mekhldi (Architect) asked about the retention pond. Rodney Nanneysaid that he should talk to Washtenaw County Resource Commission about what needs to be retained. Dave Horney said that the use swails or rain gardens in place of a pond may be allowed
- There is no flood plain to be concerned with
- Stefena Romanov asked about the next steps; Rodney Nanney said that if the plan is approved, the Holy Ascension Monastery can start to talk to the county, get the boundary adjustment, could get

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- final site plan ready and then get the building permits
- Stefena Romanov needs a letter with the official Bridgewater Township letterhead stating that the site plan is being approved
- **Dave Horney will put the motion onto an email and forward it to Ron Smith**
- Discussion:
- Cal asked about the boundary adjustment. Is a land division and transfer of the property
- **Motion to approve the preliminary site plan for the Holy Ascension Monastery Cemetery and Chapel with the condition that the township planner and the township engineer comments from their respective reports be addressed by the applicant on the final site plan – Dave Horney**
- **Second to motion - Mark Iwanicki**
- **Vote – unanimous**
- **Roll Call**

Cal Messing – yes	Dave Horney – yes	Mark Iwanicki - yes
Ron Smith - yes	Tom Wharam - yes	
- Motion passes

B. PSP re-zoning update

- Rodney Nanney said the at the cemetery on Schellenberger is part of a farm which is zoned agricultural
- Laurie Fromhart is working on the mailing of the notices for the public hearing on 13-Apr-15
- The rezoning allows for not having the need for a SLU for a cemetery
- This does not alter the tax status
- Cal Messing asked about the two parcels associated with the monastery; Rodney Nanney stated that the boundaries need to be adjusted to match the county GSA maps

VIII. New Business

A. Update forms for clerk/update fees

- Ron Smith gave a little history of the fee schedule
- The non-refundable fee needs to reflect the fixed cost of the service provided by the township
- The escrow deposit is to cover the variable costs of the service provided by the township
- There was discussion about the non-refundable fees vs. the escrow deposit
- Ron Smith talked about what some of the other townships are doing. He commented that this was not the best way to get the process correct
- **Motion to create a subcommittee to review and come up with new fee schedule – Dave Horney**
- **Second to motion - Mark Iwanicki**
- **Vote – unanimous**
- **Ron Smith and Cal Messing will gather information and review it with Rodney Nanney**
- The forms need to be updated to match the new zoning ordinance
- Rodney Nanney will review the forms to determine the amount of changes needed

B. Budget for 2015

- Ron put together a preliminary budget
- Budgeted amount for 2014-2015 fiscal year was \$18,000. Have spent to date \$12,723. Fiscal year is April 1st through Mar 31
- Estimate that \$2,000 will be spent this year
- Propose \$15,000 for 2015-2016 fiscal year

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- Motion to recommend the proposed budget for the planning commission – Dave Horney
- Second to motion – Tom Wharam
- Vote – unanimous

C. Zoning administrator update

- Ron Smith gave a summary of the events of the zoning administrator
- Ron Smith proposed to the board not replace the zoning administrator
- Ron Smith is currently fulfilling the zoning administrator's duties
- There was discussion about the need for building permits, zoning permits
- There was discussion about how to enforce the zoning ordinance

IX. Communications

A. Report from Zoning Administrator – Ron Smith

- A report was provided and is on record

B. Report on 2-Feb-15 Board of Trustees meeting – Ron Smith

- The minutes were sent out to Planning Commission members and are on record

X. Informational Items

- Ron Smith made a copy of all of the current forms for the planning commissioner's review
- Rodney Nanney reported out on the state laws that effect township planning that have been passed in the last month

XI. Public Comment

- None

XII. Adjournment

- Next planning commission meeting is 9-Mar-15 at 7:00 P.M.
- Motion to adjourn – Tom Wharam
- Second to motion – Mark Iwanicki
- Vote – unanimous

Meeting adjourned at 9:04 P.M.