

MINUTES
CASCO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
FEBRUARY 21, 2023

Members Present: Keith Teltow, James Edwards, Gina Kaszynski, Sue Coppens, Dan Hill, Gerald Keller, and John Sarcone

Members Absent: None

Others Present: Joe Stevens, Supervisor; Stephen Cassin, Planner; Karen Laverne, Planner; Roland Suess, Building Inspector; six residents

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Teltow.

2. PLEDGE TO THE FLAG AND MOMENT OF SILENCE

The Pledge was led by Chairman Teltow followed by a Moment of Silence.

3. APPROVAL OF MINUTES

Motion was made by Member Kaszynski and supported by Member Coppens to approve the minutes of January 17, 2023, as presented.

Ayes: Members Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

4. APPROVAL OF THE AGENDA

Motion was made by Member Sarcone and supported by Member Kaszynski to accept the agenda as presented.

Ayes: Members Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion Carried.

5. COMMUNICATIONS

Supervisor Stevens provided an update on the Passport Grants to fund the park improvements. The park planner recommended combining Phase I and Phase II to save on costs. Supervisor Stevens noted that he is waiting for the contract from the state before finalizing the process and will then send out the bid packets.

An additional grant through Michigan Department of Natural Resources (DNR) will be sought in order to provide for access to the river.

6. DISCUSSION FROM THE FLOOR

Josh Choate, 8776 Meisner Road, requested guidance in the requirements to (1) establish an animal rescue facility on his property and (2) establish separate living quarters for a proposed vet tech/caretaker that would be tied into the main residence's utilities.

Anthony Tremonti, 9085 Meisner Road, inquired about the Master Plan process.

Debbie Carbone, 8014 Lindsey Road, requested the status of and spoke in opposition to Great Lakes Trucking on Springborn Lane and County Line Road.

7. PUBLIC HEARING

There were no public hearings scheduled.

8. UNFINISHED BUSINESS

a. Discussion on Hoop Buildings

Roland Suess, Building Inspector, provided an overview of hoop buildings, noting township requirements, what is currently in existence (possibly two or three), and how to regulate & maintain any future buildings.

Karen Laverne, Township Planner, presented draft language regarding hoop buildings for Casco Township, noting that several municipalities have repealed their language for hoop building requirements.

The commission further discussed requirements for size of buildings, footings, foundations, mounting brackets, temporary versus semi-permanent buildings, residential versus commercial-industrial buildings, and manufacturer recommendations.

The members were in agreement to keep the hoop building category within the accessory structure section.

Member Sarcone asked for clarification on how to proceed with any site plan reviews that may come before the board. Mr. Cassin responded that any proposed hoop building must meet setback requirements, be constructed according to manufacturer specifications, and be set upon a permanent foundation. Any long-term changes can be addressed as they arise.

Motion by Member Sarcone, supported by Member Keller, to add the hoop building verbiage, Section I, to the Accessory Structure ordinance, with the deletion of Subsection A and the additional verbiage of building permits added to Subsection B in Section 65.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

Motion by Member Sarcone, supported by Member Coppens, to schedule a Public Hearing for the April 18, 2023 Township Planning Commission meeting to allow for public comment to the proposed changes of hoop buildings verbiage, Section 65, Accessory Buildings.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

- b. Revised Site Plan Review – ZLM Services, LLC, 9422 Marine City Highway

Member Sarcone recused himself from discussion and possible action on Item 8(b) and stepped down from the dais.

Mr. Cassin explained that the request is to move the location of the dumpster closer to the building with all other specifications remaining the same.

Motion by Member Edwards, supported by Member Kaszynski, to approve the request

Ayes: Teltow, Edwards, Hill, Kaszynski, Keller and Coppens.

Nays: None

Absent: None

Abstain: Sarcone

Motion carried.

9. NEW BUSINESS

a. Master Plan – Five Year Update

Mr. Cassin noted that the formal process would begin with the Planning Commission requesting formal authorization from the Township Board

Motion by Member Edwards, supported by Member Keller, to authorize the Casco Township Master Plan

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

b. Election of Planning Commission Officers

Motion by Member Edwards, supported by Member Kaszynski, to open the elections of Planning Commission Officers.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

(1) Chairperson

Motion by Member Edwards, supported by Member Kaszynski, nominate Keith Teltow as Chairperson.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

(2) Vice Chairperson

Motion by Member Sarcone, supported by Member Kaszynski, to nominate Jim Edwards as Vice Chairperson.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

(3) Secretary

Motion by Member Coppens, supported by Member Sarcone to nominate Dan Hill as Secretary.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

(4) Representative to the Zoning Board of Appeals

Motion by Member Edwards, supported by Member Kaszynski, to nominate Jerry Keller as Representative to the Zoning Board of Appeals.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

Motion by Member Coppens, supported by Member Edwards to elect by unanimous consent the nominees for Chairperson, Vice Chairperson, Secretary, and Representative to ZBA.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

10. PLANNER'S REPORT

Mr. Cassin reported that the final Marine City Highway Corridor Study meeting will take place 10:00 a.m., Friday, February 24 at the East China Township Hall.

11. REPORT FROM COMMITTEES

There were no reports from committees presented.

12. ADJOURNMENT

Motion by Member Keller and supported by Member Edwards to adjourn the meeting.

Ayes: Teltow, Edwards, Hill, Kaszynski, Sarcone, Keller and Coppens.

Nays: None

Absent: None

Abstain: None

Motion carried.

The meeting was adjourned at 8:20 p.m.

The next regular meeting of the Casco Township Planning Commission will be held at 7:00 p.m. on Tuesday, March 21, 2023, Casco Township Hall, 4512 Meldrum Road.

Dan Hill, Planning Commission Secretary

Respectfully Submitted,

Rebecca C. Haynes, Recording Secretary