

**Charter Township of Filer  
Minutes of the Planning Commission Regular Meeting  
Held on January 19, 2016**

Present: Karen Kolk, Jennifer Williams, Roger Dittmer, Richard Mark, and Linda Rogers.

Absent: Shirley Ball and Christa Johnson.

Also present: Lynn Kooyers, Zoning Administrator, Sarah Alden, Township Attorney.

Meeting called to order at 7:00 p.m. by Chairman Williams.

Election of Planning Commission Officers for 2016

Nominations for the office of Chairman were opened. Rogers nominated Mark. Chairman Williams called for any more nominations.

Motion by Dittmer, seconded by Mark to close nominations for Chairman and elect Mark as Chairman. All in favor. M/C

Nominations for the office of Vice Chairman were opened. Mark nominated Rogers. Chairman Williams called for any more nominations.

Motion by Mark, seconded by Williams to close nominations for the office of Vice Chairman and elect Rogers. All in favor. M/C

Nominations for office of Secretary were opened. Mark nominated Dittmer.

Motion by Rogers, seconded by Williams to close nominations for the office of Secretary and elect Dittmer. All in favor. M/C

7:05 p.m. Johnson entered the meeting.

Motion by Mark, seconded by Rogers to approve the December 15, 2015 Regular Meeting Minutes with a correction to the paragraph titled **31.10.1060 Sign Regulations**. The last word in the third sentence should be changed from "contents" to "content". All in favor. M/C

Packaging Corporation of America Expansion Request

Zoning Administrator Kooyers stated that she is seeking approval/denial from the Planning Commission to process the Land Use Application she received from Packaging Corporation of America on December 18, 2015. PCA is proposing a 17,000 sq/ft addition to Building #15, located in the Lakefront Industrial District, on Parcel #51-06-310-021-00, for the purpose of paper roll storage.

The Commission discussed the January 14, 2016 letter from Darryl Uhazie, PCA Project Engineer sent to Jennifer Williams, Planning Commission Chair, requesting the proposed expansion.

Motion by Mark, seconded by Rogers granting permission for the Zoning Administrator to process the Land Use Application filed by Packaging Corporation of America for a 17,000 sq/ft addition to Building #15, for the purpose of paper roll storage, located on Parcel #51-16-310-021-00 in the Lakefront Industrial District of Filer Township. 5 years, 1 nay. M/C

31.10.1060 Sign Regulations- Revisions

The presented revisions to Filer's Sign Ordinance drafted by Township Attorney Sarah Alden were reviewed and discussed. Sarah commented that Filer is the first of her municipal clients to address sign regulation after the Reed v. Gilbert case. Discussion included the following points.

- Mark gave examples of California sign ordinances that he found to be more lenient than Filer's current sign ordinance. He questioned why Filer is in such a hurry to update/change our sign ordinance.
- It was suggested that it might be better to take our time with sign ordinance revisions and see what other municipalities come up with as an example for Filer.
- Schedule "F" has been completely removed from the ordinance because it addressed temporary signs.
- A simple chart addressing the three categories of residential, commercial and industrial signage would make enforcement easier for the Zoning Administrator. It is important to include setbacks.
- The suggested residential district sign sizes of 32 sq/ft, 48 sq/ft and 64 sq/ft in the draft ordinance are too large. Restricting all residential signage to 4 sq/ft might be more appropriate in residential districts.
- Off-premise signs should be prohibited in all of the districts.
- Monument signs could also be added to the Industrial and Residential Districts.
- It was noted that there will be a Master Citizen Planner webinar about regulating signs on June 16<sup>th</sup>.
- Further discussion is needed.

Rick Mark suggested a small committee could meet to discuss possible sign ordinance revisions. It was agreed that Roger Dittmer and Rick Mark would meet to discuss signage, and present their suggestions to the Planning Commission for review.

#### Manistee County Recreation, Parks and Trail Development

Filer's Public Hearing on the Rec Plan was held on January 5<sup>th</sup>. The Filer Township Board of Trustees approved the Resolution to Adopt the Charter Township of Filer Park and Recreation Plan Covering years 2017-2022 at their Regular Meeting following the hearing. Other Manistee County Communities are still in the process of adopting their Rec Plans.

#### Filer Township Ad Hoc US 31 Corridor Planning Committee

Two US-31 Input Sessions were held at Filer Township on January 14<sup>th</sup>. Rick Mark submitted his notes from the session that he attended. The Design Studio Session will be held at Filer Township Hall on February 18<sup>th</sup> from 2 p.m. – 6 p.m. Please mark the date on your calendar and plan to attend.

#### Reports

Zoning Administrator's Report and Township Board Public Hearing and Regular Meeting Minutes were received.

#### Public Comment

None was offered at this time.

Motion by Mark, seconded by Johnson to adjourn the meeting.

Meeting adjourned at 8:18 p.m.

Respectfully submitted,

Roger Dittmer, Secretary  
Charter Township of Filer Planning Commission

