

**Charter Township of Filer  
Minutes of the Planning Commission Regular Meeting  
Held on March 15, 2016**

Present: Roger Dittmer, Christa Johnson, Richard Mark, Shirley Ball, Linda Rogers and Karen Kolk.

Absent: Jennifer Williams.

Also present: Lynn Kooyers, Zoning Administrator, Richard Wilson, Township Attorney and Terry Walker, Township Supervisor

Meeting called to order at 7:17 p.m. by Chairman Mark

Motion by Johnson, seconded by Dittmer to accept the February 16, 2016 Regular Meeting Minutes as presented. All in favor. M/C

Motion by Johnson, seconded by Rogers to accept the February 16, 2016 Public Hearing Minutes as presented. All in favor. M/C

Chairman Mark requested an amendment to the Agenda by adding the letter received from Andy Near of Empire Contractors to the agenda for discussion before the reports are given.

Motion by Johnson seconded by Dittmer to accept the Agenda as amended. All in favor. M/C

Special Use Permit Application-Steven & Marcia Southard

Motion by Kolk, seconded by Rogers to open discussion of the Walkabout Golf Course Special Use Permit Application with applicable terms and conditions. All in favor. M/C

The following conditions were discussed:

- Applicant has asked to waive the environmental assessment.
- SUP issued will be subject to obtaining all necessary permits required by applicable governing agencies. (Well, septic, soil erosion etc.)
- Hours of operation will be expanded to allow year round operation. Winter time activities may develop in the future.
- 48 parking spaces proposed on the site plan are acceptable, with the condition that green space will be reserved for future parking if/when needed. Planning Commission reserves the right to revisit parking space requirements in the future.
- Principal use of the property will be the golf course/archery course with the sale of miscellaneous items such as golf balls and tees.
- Exterior lighting on buildings will be installed under the soffits and will point straight down.

Chairman Mark requested Township Attorney Wilson to draft a Special Use Permit document with the above conditions for Steven & Marcia Southard for review and approval by the Planning Commission.

Topolski Special Use Permit Document

Motion by Johnson, seconded by Rogers to approve the Topolski Special Use Permit document language as presented. All in favor. M/C

Tamara Buswinka, Downtown Development Authority Director

Tamara Buswinka discussed the Wade Trim US-31 Corridor Analysis & Survey Results with the Planning Commission. She reviewed the Wade Trim slide show presentation.

Attorney Wilson advised that the township cannot regulate aesthetics in architectural design. It can however encourage good design standards.

The Planning Commission would like to review the final Wade Trim report as soon as it is available to help determine what if/any changes are suggested.

Tamara will ask the Downtown Development Authority if they would like her to work with the Planning Commission to address possible zoning amendments in the General Commercial District, if they are suggested as a result of the Wade Trim study.

31.10.1060 Sign Regulations- Revisions

Proposed revisions to Sign Regulations Schedules "A" and "B" were shared by Chairman Mark. He requested Attorney Wilson to review the proposed changes and incorporate them into the draft sign ordinance amendments previously prepared by Attorney Sarah Alden.

Andy Near – Empire Contractors

Mr. Near submitted a written request for guidance from the Planning Commission as a prospective buyer of the Manistee Recycle warehouse building. He would like to use the building as a warehouse for roofing equipment & supplies. The Planning Commission advised that the existing non-conforming warehouse use could be continued by his roofing company. The Commission further clarified that the warehouse building is located in the High Density Residential District and may not be used as a showroom or store, or for manufacturing.

Reports

Zoning Administrator Kooyers reported that the zoning office has received a Special Use Permit Application from Harlan Slonecki of 1309 24<sup>th</sup> St. for a "rifle smithing" home occupation. The hearing on this application is scheduled to be held on April 19<sup>th</sup> prior to the regular Planning Commission meeting.

A Demand for Appeal has been filed by Dan Lampen of 4546 W. Fox Farm Rd. for a residential variance request. The Zoning Board of Appeals hearing date is pending.

Supervisor Walker reported that the sewer project is moving forward and is the number one priority during 2016. The Nelson St. office building remodeling project has made good progress..

Township Board meeting minutes were received.

Public Comment

None was offered at this time.

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

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Roger Dittmer, Secretary  
Charter Township of Filer Planning Commission

