

Corwith Township Planning Commission Minutes

April 24, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Vice-Chair Jim Neeley called the meeting to order at 6:01 PM

Roll Call: Jim Neeley ✓
Judi Jarecki -ab
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
Pam Ryznar

Approval of March 27, 2023 Minutes: Maureen motioned to approve the Minutes, Richard seconded, and the motion carried by those present.

Correspondence: No correspondence received

Public Comment: Pam Ryznar addressed the Planning Commission with concerns about a property owner across the road from her (1060 Alexander Rd, 042-011-300-010-03). The owner is accessing the property from the utility easement on Bouge Trail, and appears to be constructing a commercial campground with a dozen fire rings and multiple picnic tables. Ryznar has notified Otsego County Land Use Services which was not aware of the development, and wanted to make the Township Planning Commission aware of this as well.

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; On April 24th, representatives from the Village of Vanderbilt, the Township and a concerned citizen discussed maintenance items, coordination on improvements to parks and the children's playground, and potential activities for summer and fall.

Anticipated upgrades to the Trailhead Park include a new water fountain/bottle spigot, roll-up curtains, and grass seeding with which the Village and Township have agreed to share costs.

Additionally, the Village has budgeted \$20,000 to upgrade the children's playground area, to potentially include handicap accessible items; swing set, merry-go-round, and wheel-chair parallel bars. Estimated costs for playground upgrades will be put together in the coming weeks. It was asked if the Township may also be willing to earmark up to \$20,000 of its ARPA funds for funding the playground upgrades, once a cost has been determined.

Activities this year include Music in the Park (July 8), Harvest Festival (Sept 16 or 23), and Spookathon (Oct 28).

b) Master Plan: A summary of the history of Corwith Township has been updated by Jan Kellogg from a variety of sources, and will be integrated into the Master Plan. The material was well received after a short review. There was then a brief review of items in sections 4 and 6 of the Plan.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation: No information has been received by the Township Planning Commission.

3. Update on Otsego County Planning and Parks and Recreation: No report this month

Comment: There was a brief discussion about home sizes, blight ordinances, fences, business development, local regulations, and what are the possible mutual goals of both the Village and the Township. Is there a possibility for a joint planning and visioning effort with all parties involved in the community including the Village, Township, local businesses and citizens? An outside facilitator may be a good choice to organize such an event.

Adjourn: Being nothing further to discuss, the meeting was adjourned at 7:12 pm. The next meetings are 6 pm on 6/26/2023, 7/31/2023, 8/28/2023, 9/25/2023, 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

May 22, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:01 PM

Roll Call: Jim Neeley ✓
Judi Jarecki ✓
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
None

Approval of April 24, 2023 Minutes: Kellogg motioned to approve the Minutes, Neeley seconded, and the motion carried by those present.

Correspondence: No correspondence received

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; On May 22, maintenance items were briefly discussed concerning improvements to the children's playground, the water fountain/bottle spigot, roll-up curtains, and other items. The pavilion floor is in need of power-washing.

b) Master Plan: No further developments of the Corwith Plan this month. Otsego County had received updated demographics and workforce data from NEMCOG for \$5,000, for the County Plan.

There was a discussion on the need to plan for additional affordable housing in the Vanderbilt area. A company that recently moved into the area is providing approximately 20 new jobs, but housing for workers is in short supply.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation: Regarding proposed text amendments to "Dwellings".

After some discussion, there were the following:

1) Under ARTICLE 2 DEFINITIONS, ACCESSORY DWELLING UNIT states that it "...is a smaller dwelling on the same lot as, or attached to, a single-family dwelling." It is unclear why it *must* be smaller than the principal dwelling, particularly as there may be a possibility for splitting the parcel at some future time. See number 2, below.

2) If an accessory dwelling unit (ADU) has the possibility of becoming a principal structure through a new parcel split, then the ADU must conform to the minimum standards imposed on a principal structure, as in any parcel, before a proposed parcel split can be approved. For example, in ARTICLE 17, SCHEDULE OF DIMENSIONS, there exists requirements for minimum ground floor area, setbacks, lot area and width of a principal structure. There must not be a non-conforming structure as a result of the property split.

3) In 17.1 TABLE 1, the "Min. Floor area of Guest House (Square feet)" should state "Min. Floor area of a detached ADU (square feet)".

4) If a discrepancy between various commercial uses of an ADU is to be made, then there should be further clarification of the distinction between "Bed and Breakfast", "Guest House", and "Tourist Home". For example, does each come with its own use restrictions or a specific duration per guest ("transient" could be per day or a year or more) or other criteria that would distinguish it from a typical rental unit?

5) If an ADU can become a principal structure through a new parcel split, the ADU must have its own water and septic system (not shared). If the water and septic system is initially shared, an easement agreement for a future separate system should be required for this eventuality.

Other community issues/activities: Neeley suggested a community visioning meeting. An outside facilitator could organize and orchestrate the gathering which would consist of local government members, business owners, other economic interests and the public.

3. Update on Otsego County Planning and Parks and Recreation: It was acknowledged that there is a housing shortage in the County. It was suggested that townships be asked their opinion of where in each township would be a suitable location to encourage housing development.

Comment: There was a brief discussion about development in the community, about creating economic opportunities while still retaining the character of the Vanderbilt area.

Adjourn: Being nothing further to discuss, the meeting was adjourned at 7:30 pm. The next meetings are 6 pm on 6/26/2023, 7/31/2023, 8/28/2023, 9/25/2023, 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

June 26, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:02 PM

Roll Call: Jim Neeley ✓
Judi Jarecki ✓
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
None

Approval of May 22, 2023 Minutes: Charbonneau motioned to approve the Minutes, Neeley seconded, and the motion carried by those present.

Correspondence: No correspondence received

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the water fountain/bottle spigot have been installed, roll-up curtains will be ordered.

b) Master Plan: The issue of affordable housing will need to be addressed in the Plan. The County's Economic Alliance has some statistics and documented needs that can be part of the Plan. Additionally, as part of a proposed visioning process, an assessment of housing stock and other infrastructure could be carried out. A facilitator will be sought to organize a community gathering of local government members, business owners, other economic interests and the public.

Kellogg stated that he toured the work being done in Detroit's downtown revitalization effort, which is a coalition of the City government, developers, a variety of companies and neighborhood citizen groups. The abandoned and dilapidated former Michigan Central Railway Station is being restored by the Ford Motor Company. Its adjacent Park is being reestablished and renovated by the City. The nearby former Post Office building is also being rehabilitated for use by a variety of innovative businesses with additional funding from the MEDC. Housing units are being constructed around the revitalized downtown area. It is a dramatic effort of improvement.

A discussion followed on ways that the Township and Village could work together to promote an attractive and economically vibrant community, without losing its "small town character". Issues again included housing, standards for housing, developers, difficulties concerning blight, and the process of prioritizing steps toward various improvements that can be taken.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation: No documents are pending at this time.

3. Other community issues/activities: The annual "Music in the Park" event is on July 8th at the Trailhead Park Pavilion from 5 pm to 9 pm.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation: There was no June meeting of the OCPC. The Parks and Rec Committee discussed "Sparks" grant applications to obtain park equipment. Other funding will be sought to correct runoff water problems in the County Park.

Comment: There has not been any word about the potential commercial campground development at 1060 Alexander Rd.

Adjourn: Being nothing further to discuss, the meeting was adjourned at 7:05 pm. The next meetings are 6 pm on 7/31/2023, 8/28/2023, 9/25/2023, 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

July 31, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:00 PM

Roll Call: Jim Neeley ✓
Judi Jarecki ✓
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
None

Approval of June 26, 2023 Minutes: Charbonneau motioned to approve the Minutes, Millington seconded, and the motion carried by those present.

Correspondence: Thom Marquard (Otsego County Director of Planning & Zoning) presented some preliminary research on noise ordinances, at the Otsego County Townships Association (OCTA) meeting on July 18th, which document is distributed to each township. The document can be reviewed for input, and recommendations forwarded to Mr. Marquardt.

A copy was made for each member of the Corwith Township Planning Commission to review and comment on, at the August meeting.

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the water fountain/bottle spigot installation is done; pavilion curtains have been ordered, 50% of cost can be billed to the Village per shared agreement. The Village is to provide an estimate of cost for extra equipment and installation in the children's playground.

The Harvest Festival is planned for September 23rd at the Trailhead Pavilion. The Spook-a-thon is tentatively planned for October 28th. All interested are welcome to participate.

The Village is submitting a Letter of Intent to apply for a Consumers Power "Prosperity Award" grant. If invited to apply, and if awarded funding, the Village plans to purchase solar street lights, park benches, "art" type sidewalk panels, and a "Gateway" arch across Main Street. Corwith Township has an opportunity to support the Village in its effort to acquire the grant, by way of a resolution of support.

b) Master Plan: Neeley and Kellogg attended a meeting with Lisa McComb, Executive Director of the Otsego County Economic Alliance (OCEA). The Master Plan was discussed, along with housing needs and opportunities, business development issues and opportunities, community blight, road funding, and visioning/place making. McComb will be reviewing recent funding opportunities to see if they are relevant to needs in this community. She also offered to facilitate a community visioning session, either by itself or along with another event such as the Vanderbilt/Corwith Harvest Festival September 23rd.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation: No documents are pending at this time.

3. Other community issues/activities: stated above

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation: OCPC conducted a site plan review for additional storage units to be constructed. Livingston Township is continuing with its Master Plan. NEMCOG is to provide additional information for Livingston.

The Parks and Rec Committee: Groen has been designated as a separate park from the County Park system and will have its own manager. The current dog park near the County Library is going to be moved to a different location to make room for a County court building. When the aging Yuill-Alpine Center is vacated, it will be demolished or sold. The Community Center needs roof repair and painting.

The Community Center is heavily used, especially for basketball from July through the Fall. Wa-Wa-Soo had new steps installed, but they need to be less slippery when wet. It is not known if there will be fireworks at the County Park next year, due to the sinking barge mishap this year. Repair is continuing for facilities at Irontone Springs.

Comment: Jarecki asked if Otsego County roads had been opened to ORV. Kellogg said it was discussed at the OCTA meeting July 18th. Some townships recommended all their County roads open to ORV, and some townships recommended certain roads closed to ORV. In Corwith, all are open except Pigeon River Forest roads / DNR.

Charbonneau asked if anyone knows of local efforts to address climate change. Jarecki knew of the planned solar panel array at the former Georgia-Pacific site. Millington stated that there were other efforts to install solar panels on roofs, including some large buildings in other areas which have roof-top solar panels for energy efficiency.

Adjourn: Being nothing further to discuss, the meeting was adjourned at 7:40 pm. The next meetings are 6 pm on 8/28/2023, 9/25/2023, 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

August 28, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:03 PM

Roll Call: Jim Neeley ✓
Judi Jarecki ✓
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
None

Approval of July 31, 2023 Minutes: Kellogg motioned to approve the Minutes, Neeley seconded, and the motion carried by those present.

Correspondence: County Land Use Services documents (below). MTA workshops brochures.

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the pavilion curtains have arrived, and will need to be installed. The Village Planning Commission meeting of August 21st was cancelled.

b) Master Plan: Kellogg offered to contact Lisa McComb, Executive Director of the Otsego County Economic Alliance (OCEA), to see if she would be able to facilitate a community visioning activity at the Harvest Festival – Trailhead Park event on September 23rd. Kellogg will also coordinate with Festival organizers at the Village.

c) The research on noise ordinances, at the Otsego County Townships Association (OCTA) meeting on July 18th, was discussed. There was general agreement that the County should pursue this issue.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation:

a) A proposed Fee Schedule for OCLUS enforcement activities was discussed. There were fee adjustments to help defray some of the costs to the Department and to help bring about compliance to zoning regulations. There were also limited increases in times allowed for compliance, to account for slower mail delivery times. Neeley made a motion to recommend approval of the changes to the Township Board, with the suggestion that the public must be made aware of the changes (by a mailing with tax bills, for example). Charbonneau seconded, and the motion carried by all present.

b) The proposed Knoellinger Commercial Campground Special Use Permit was discussed. There were many questions raised. The health department would need to approve septic and water systems for the two bath houses, water spigots, and potential RV dumping station. EGLE would have to inspect and approve wetlands/drainage issues. Neighboring property owners' concerns would have to be addressed, such as the lack of fencing around the campground which could allow campers, their pets and children to wander onto the other neighboring properties.

The other issue raised was about approving projects that are either underway or are already completed without regulatory agencies being consulted beforehand. Would the County attorney have an opinion, or recommendation on the overall process? What advice would the County attorney have for the Planning Commission on projects that are already decided? Jarecki offered to contact the County attorney to see what the fee would be for advising local governments on the best course of action for this particular issue.

No recommendation was presented at this meeting.

3. Other community issues/activities: There is a sign posted by the Road Commission at McGregor/O'Rourke Rd stating that the gravel and road narrowing project there is a joint project of Corwith Township and the Otsego County Road Commission.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation: OCPC had a public hearing regarding the addition of modular units for a Christian school.

The Parks and Rec Committee: No bids were received on the proposed upgrades and repairs to the County Community Center. The County would like to purchase more City property surrounding the Community Center, since the County only owns the building and 3-feet of land around the building.

Otsego Lake Park continues efforts to improve campground drainage. A "Sparks" grant application is underway to help with repairs. Repairs are also planned at Wah-Wah-Soo.

The Otsego Lake fireworks group is abandoning the role, and is focusing henceforth on providing assorted improvements to the Lake area. The previous fireworks accident was found to have occurred (in part) to positioning the barges on upright blocks, which were fairly easy to topple.

Comment: Neeley asked about the availability of any more road funding which is greatly needed for the length of Sturgeon Valley Rd. Kellogg stated that the Township offered \$100,000 toward a project proposed to repave 1 ½ miles of Sturgeon Valley Rd. It is expected that several additional intersections would be improved from this funding. Kellogg offered to follow up with Lisa McComb on any possible road improvement grants that she is researching.

Adjourn: Being nothing further to discuss, the meeting was adjourned at 8:02 pm. The next meetings are 6 pm on 9/25/2023, 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

September 25, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Vice-Chair Jim Neeley called the meeting to order at 6:02 PM

Roll Call: Jim Neeley ✓
Judi Jarecki -ab
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
None

Approval of August 28, 2023 Minutes: Charbonneau motioned to approve the Minutes, Millington seconded, and the motion carried by those present.

Correspondence: Charleton Township emailed their draft Master Plan for review.

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the west wall curtain mounting rails and pavilion curtains were installed by Vanderbilt and Corwith Township on September 22nd in time for the Harvest Festival.

b) Master Plan: At the September 23rd third-annual Harvest Festival at the Trailhead Pavilion, Lisa McComb, (OCEA), facilitated a community visioning activity. Many attendees posted their opinions and answers to the following questions:

1) What type of businesses would you like to see operating in or around Vanderbilt?

2) The community has utilized and enjoyed the Trailhead - what other community amenities would you like to see in or around Vanderbilt?

3) What types of programs or services (not currently offered) would you like to see in or around Vanderbilt?

Festival organizers and businesses also arranged a chili cook-off, a variety of desserts, music entertainment, and a silent auction (to raise funds for a "Gateway" archway on Main Street). Lisa will compile the results of the visioning task, as well as recent traffic counting data, and will provide the information to the Township.

Further discussion centered on possible ways that citizens, businesses and local government can improve Vanderbilt and Corwith township, which included promoting cultural amenities, special events (with carnival attractions), street level beautification efforts, and organizing volunteer groups (i.e., "people helping people") such as when neighbors want help removing debris from their yard.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation:

a) The proposed Knoellinger Commercial Campground Special Use Permit was discussed at the September 6th Township Board meeting, resulting in a recommendation to continue the SUP process with the stipulation that the Campground have a boundary fence in place.

3. Other community issues/activities: The repaired McGregor / O'Rourke intersection area was washed out again during the last rain.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation: No updates at this time.

Comment: None Adjourn: Being nothing further to discuss, the meeting was adjourned at 6:58 pm. The next meetings are 6 pm on 10/30/2023, 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

October 30, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:00 PM

Roll Call: Jim Neeley ✓ Maureen Charbonneau ✓ Others present:
 Judi Jarecki ✓ Richard Millington ✓ None
 Tom Kellogg ✓

Approval of September 25, 2023 Minutes: Neeley motioned to approve the Minutes, Charbonneau seconded, and the motion carried by those present.

Correspondence: None Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the “Spookathon” Halloween festival was held on Saturday, October 28th, and was well-attended by approximately 60-75 adults and 60-75 children. The event was held at the Trailhead Pavilion, and many volunteers from the Village and Township participated to make the activities run smoothly. Each of the children who registered for the costume contest received a free book about a “Stone Soup” story. Actual “Stone Soup” was served to all who wanted a taste.

b) Master Plan: Progress on the effort to save the Cornwall Flooding resource was discussed. A video was viewed with Curtis Goldsborough narrating the latest information (of Sept. 2023). The discussion included possible private funding or donations from users of the Flooding to add to funding to date, fish stock both in the lake and in northern Michigan streams, Michigan’s dam removal efforts, economic benefits of repairing the dam and the impacts of its removal.

Regarding the Master Plan document, Kellogg will work on integrating recently obtained information from visioning efforts and traffic count data. Neeley will need copies of the digital data for his new computer.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation:

a) No new documents from OCLUS are pending at this time.

b) The proposed Knoellinger Commercial Campground site was visited on October 20th in order to better assess the planned placement of elements within the Campground. Ken Knoelinger, Dave Drew, Jack Marlette, Judi Jarecki and Tom Kellogg were present for the walk through.

The TPC discussed the surrounding residents’ concerns, potential lighting impacts, proposed privacy fencing, potential wetlands impacts, tent platforms and the designation of the Campground as “modern campground” due to electricity being available at the camp sites. Judi will take the discussion items to the County Planning Commission to help formulate that body’s decisions.

3. Other community issues/activities: Neeley asked about the status of a plan to gather local businesses together for a visioning session. Kellogg suggested contacting Lisa McComb who is helping with that effort.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation: The OCPC tabled the Knoelinger Campground SUP discussion until after a site visit could be conducted. Bagley Twp is planning to move to a new office building on Krys Road. Gruzinski (sp?) tractor sales is planning a new site for a tractor showroom in Joburg. Hayes Twp has two businesses that will need a rezoning from Forest Rec.

Comment: contact Neeley by phone; Charbonneau by text. Adjourn: 7:25 pm. The next meetings are 6 pm on 11/27/2023, and 1/29/2024

Corwith Township Planning Commission Minutes

November 27, 2023 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:02 PM

Roll Call: Jim Neeley ✓ Maureen Charbonneau - ab Others present:
Judi Jarecki ✓ Richard Millington ✓ None
Tom Kellogg ✓

Approval of October 30, 2023 Minutes: Neeley motioned to approve the Minutes, Millington seconded, and the motion carried by those present.

Correspondence: received draft master plans from Charlton Twp and Livingston Twp.

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village; the Village Council and Village PC meetings were not attended this month.

Neeley and Kellogg had spoken with Lisa McComb on separate occasions about economic development opportunities in Vanderbilt. McComb had outlined potential courses of action, but had not yet received a positive response from the Village, such as a renewal of their contract for services from the Otsego County Economic Alliance in order to work on this issue within the Village.

b) Master Plan: Work is underway to bring together surveys (community input), housing data (a recent report for Otsego County), traffic count data and current Census data for integration into the Corwith Township Master Plan. Digital data was available to PC members for their review.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation:

a) No new documents from OCLUS are pending at this time, other than the revised section addressing accessory dwellings. Neeley wondered if the definition of accessory dwelling within a primary dwelling should also clarify whether another kitchen and bathroom is present.

3. Other community issues/activities: Upcoming Christmas activities are planned, such as the Township's potluck meal and music at the Township Hall.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation:

a) Regarding the proposed Knoellinger Commercial Campground site, the County Planning Commission approved the special use permit (SUP) with three conditions: 1) the 2-phase site plan will have a 5-year limit and must seek re-approval if phase 2 has not been started within the 5-year period; 2) the north privacy fence will be 180-feet long to provide adequate screening to adjacent residents; and 3) the west privacy fence was better placed to provide adequate screening to adjacent residents.

b) the OCPC is in the process of reviewing the allowed uses within all zoning districts.

Parks and Rec: camping and day parks are closed for the winter. The Community Center has many activities. Parks and Rec staff are able to work on issues such as minimizing ice damage along the County campground shoreline. Organizers of the summer "Splash-In" on Otsego Lake are contemplating certain changes, such as obtaining an insurance policy against potential mishaps.

Comment: None

Adjourn: 6:55 pm. The next meeting is 6 pm on 01/29/2024

Corwith Township Planning Commission Minutes

January 29, 2024 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:00 PM

Roll Call: Jim Neeley ✓

Judi Jarecki ✓

Tom Kellogg ✓

Maureen Charbonneau ✓

Richard Millington ✓

Others present:

Dwayne Atkins, Josh Atkins

Quinn Ridley (Wade-Trim)

Approval of November 27, 2023 Minutes: Neeley motioned to approve the Minutes, Millington seconded, and the motion carried by those present.

Correspondence: Land Use Services PZSU23-005; APA Planning/Zoning Workshops brochure

Public Comment: None

Planning Commission Items: Motion by Kellogg to amend the Agenda, moving item 2., PZSU23-005, to the first item for discussion. Motion seconded by Neeley, carried by all present.

→ 2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation:

- a) PZSU23-005 Application for Special Use Permit (SUP) and Site Plan Review (SPR). The applicants are proposing an approximate 40-ft x 80-ft Winery business and tasting room. There will also be an approximate 20-ft x 30-ft outdoor seating area. The applicants are members of the Straits Area Grape Growers Association, and aspire to be part of the "Petoskey Wine Trail."

After a discussion among the Township Planning Commission and the applicants, and a review of the proposed Site Plan, Neeley motioned to recommend approval of the proposed project to the Corwith Township Board. Millington seconded, and the motion carried by all.

1. Township Planning Commission (TPC):

- a) Coordination with Village; the Village has renewed their contract for services from the Otsego County Economic Alliance, paving the way for a continuing review of economic opportunities within the Village.

Neeley asked if there were any plans or discussion about opportunities on property near the former Marathon Gas Station. It was not known.

There was also interest in how the new forge business may be progressing at Main Street and Mill Street.

- b) Master Plan: There are four new or updated parts of information to put into the Master Plan: History of Corwith Township, the Otsego County Housing Study, the Corwith Township local visioning study, and recent traffic count data. From these, the TPC can revisit the Future Land Use Map for potential changes.

- c) 2024 Items: Election of TPC officers and setting meeting dates. Chair Judi Jarecki, Vice Chair Jim Neeley, and Secretary Tom Kellogg were re-elected by unanimous votes. The TPC meeting dates are as follows: 6:00 PM on 02-26, 03-25, 04-29, 06-24, 07-29, 08-26, 09-30, 10-28, 11-25 of 2024, and 01-27-2025.

2. (re-ordered to Agenda's first item, see above)

3. **Other community issues/activities:** The Township music/pot-luck gathering is at Noon on the third Saturday of the month for the winter months (December through March).

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation:

- a) The proposed Winery project (SUP) in Corwith Township will be on the February OCPC meeting agenda.

Comment: There was a discussion about the poor condition of roads in Corwith township, both paved and gravel. Quality preventative maintenance to preserve existing paved roads, such as routine crack-sealing and seal-coating has not been done on Corwith Township roads for many years, as it had been done in the past. This causes a much more rapid deterioration of roads than is otherwise necessary. Neeley would like to attend the County Road Commission meetings, but felt that his opinions would not be considered, even as a member of the Planning Commission. After a short discussion, it was generally agreed that for anyone to carry the credence of the Township, there would need to be an adopted Corwith Township policy regarding roads which can then be promoted at Road Commission meetings regardless of who is attending and representing the Township.

Adjourn: 7:20 pm. The next meeting is 6 pm on 02/26/2024

Corwith Township Planning Commission Minutes

February 26, 2024 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Vice-Chair Jim Neeley called the meeting to order at 6:00 PM

Roll Call: Jim Neeley ✓
Judi Jarecki -ab
Tom Kellogg ✓

Maureen Charbonneau ✓
Richard Millington ✓

Others present:
Lori Bush

Approval of January 29, 2024 Minutes: Millington motioned to approve the Minutes, Charbonneau seconded, and the motion carried by those present.

Correspondence: None

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Regarding efforts to explore economic opportunities, Lisa McComb and interested citizens from Corwith Township and the Village of Vanderbilt will be meeting at 4 PM on March 4th to discuss a potential workshop in which our local governments and business leaders can create a future vision for the local area.

b) Master Plan: A potential addition to the Transportation section in the Master Plan will be a road maintenance policy as discussed in “c)” below.

c) Last week’s discussion about Corwith Township road conditions has prompted an examination of “asset management” methods, and how they are, or are not, being utilized at the Otsego County Road Commission (OCRC). Neeley will be reviewing the techniques of evaluation and maintenance that extends the life of roads, compare plans of OCRC with other CRC’s (that have better road conditions), and assist with putting together an advisory Corwith Township Roads Policy to present to the Township Board. If adopted, such a Policy could be promoted at the OCRC to start the process of better road maintenance in Corwith Township.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation There are no documents to review at this time.

3. Other community issues/activities: Regarding housing and climate change, Charbonneau has been in contact with a developer/investor in the Traverse City area who is in the process of developing a “Zero Energy” residential neighborhood. Charbonneau presented some of the details of this development, and how a similar project would be beneficial to this area. Copies of literature outlining the development were made for all of the planning commission members.

Charbonneau also posed the idea of an EV charging station in Vanderbilt. It may be a good resource for motorists so close to I-75. Lisa McComb may know if there is grant funding for a charging station, and what the criteria would be.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation:

No update at this time.

Comment: None

Adjourn: 7:07 pm. The next meeting is 6 pm on 03/25/2024

Corwith Township Planning Commission Minutes

March 25, 2024 Meeting, Township Hall 6:00 PM

Meeting Call to Order/Pledge of Allegiance: Chair Judi Jarecki called the meeting to order at 6:00 PM

Roll Call: Jim Neeley ✓ Maureen Charbonneau ✓ Others present:
 Judi Jarecki ✓ Richard Millington ✓ Lori Bush
 Tom Kellogg ✓

Jarecki noted that the County Planning Commission is reviewing definitions, uses and requirements for zoning districts in the Otsego County Zoning Ordinance. She and Jack Marlett will be specifically reviewing Article 8, the FR Forestry Recreation District, and it would be of benefit to have input from members of the Corwith Township Planning Commission. Jarecki made a motion to amend the Agenda, under "Planning Commission Items:" to include a review of ARTICLE 8, Amended 4.13.2021, FR Forestry Recreation District. Neeley seconded, and the motion carried by all present.

Approval of February 26, 2024 Minutes: Charbonneau motioned to approve the Minutes with correction of typo "Coirwith" to "Corwith," Millington seconded, and the motion carried by those present.

Correspondence: Received a Charleton Township Master Plan (as .pdf) for review

Public Comment: None

Planning Commission Items:

1. Township Planning Commission (TPC):

a) Coordination with Village: A March 11th meeting of ad-hoc participants from Vanderbilt and Corwith Township was cancelled. Lisa McComb (Economic Alliance) emailed a draft Business Initiative announcement and a preliminary list of businesses in the area. The ad-hoc participants will need to determine the contact person (manager or owner) of each business and their contact information so that they can be invited to a "Morning Coffee and visioning" event. A tentative date for the event is April 17th at 9:00 AM at the Township building.

b) Master Plan: In addition to discussing the business initiative above, there was another discussion about the road conditions in Corwith Township. Neeley has been reviewing asset management planning and is attempting to locate an Otsego CRC asset management plan.

c) Initial overview of Article 8, FR Forestry Recreation District, Intent and Principal Uses Permitted:
1) Some characteristics in this District were described as "rural," but this seemed too vague, so it was recommended to change "rural" to "forested." 2) Some permitted uses, such as "fraternal lodges" or "riding academies" could have the potential of being large developments, which may be better processed in the "Special Use Permit "(S.U.P.) category; Section 8.2. 3) Some uses or descriptions were not clear, such as "wildlife, plant, and habitat preservation areas" or "travel trailers" or "passive recreational areas," so these were marked for further identification in detail. 4) some of the uses subject to special conditions suggested an incompatibility with forested recreation, such as "golf courses and driving ranges" which require the removal of forests, or "detention facilities" that could be thought of as associated with the urban criminal justice system. These will require further review and discussion.

2. Review Otsego County Land Use Services (OCLUS) documents as necessary; make recommendation There are no documents to review at this time.

3. Other community issues/activities: the Township Community music events resume on the third Thursday of the month on April 18th at 6:00 PM.

4. Update on Otsego County Planning Commission (OCPC) and Parks and Recreation:

The OCPC will likely review Article 8, above, at its May meeting.

At the last OCPC meeting, there were two public hearings. There was a rezoning request for properties near Otsego Lake, and another case which involved a needed barrier. There was a discussion about the re-designation of recreational vehicles.

Parks and Recreation: There are some child behavioral concerns at the Community Center, when students gather after school. There are bullying incidents, fights and other violent acts occurring. The building has been closed until after Easter for this reason. With no parental supervision, there needs to be a different policy in place. It has been suggested that as a condition of using the facility, both students and their parent(s) or guardian must sign a mandatory behavior policy and disclaimer form which states that when a student causes trouble, then that student will be expelled from the facility for the remainder of the year. The Parks and Rec Department is also looking for two more persons to assist with Community Center operations.

Comment: Charbonneau presented an article about a land bank project as reported by the Traverse Ticker. There was a brief discussion about land banks, housing needs and the possibility that Corwith Township could have as a local purveyor of land bank grant funds for a housing project or projects. Lisa McComb had said before, that there was a need for land banks in Northern Michigan which does not yet have one. There may be more opportunities for funds to become available, and if there was an interest by the Township, McComb has the expertise to help establish a land bank to be able to take advantage of future funds.

Adjourn: 8:19 pm. The next meeting is 6 pm on 04/29/2024