

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES OF A MEETING HELD JULY 11, 2024**

Agenda

Public Hearing: Zoning Ordinance Text Amendments

Presentation by GIS Specialist: Charter Township of Oshtemo Online Map

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, July 11, 2024, commencing at 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

MEMBERS PRESENT: Deb Everett, Vice Chair
 Zak Ford, Township Board Liaison
 Scott Makohn
 Alistair Smith
 Jeremiah Smith

MEMBERS ABSENT: Philip Doorlag, Chair
 Scot Jefferies

Also present were Jodi Stefforia, Planning Director; James Porter, Township Attorney; Colten Hutson, Zoning Administrator; Jennifer Wood, Recording Secretary; and approximately 9 interested persons.

Call to Order and Pledge of Allegiance

Vice Chair Everett called the meeting to order at 6:00 p.m. Those in attendance joined in reciting the Pledge of Allegiance.

Approval of Agenda

Vice Chair Everett asked if there were any changes to the agenda. Hearing none, she let the agenda stand as published.

Public Comment on Non-Agenda Items

Vice Chair Everett asked if anyone present wished to speak on non-agenda items. Hearing none, she moved to the next agenda item.

Approval of the Minutes of the Meeting of June 27, 2024

Vice Chair Everett asked for additions, deletions, or corrections to the Minutes of the Meeting June 27, 2024. There were none.

Mr. Ford **made a motion** to approve the Minutes of the Meeting of June 27, 2024, as presented. Mr. Makohn **seconded the motion**. The **motion was approved** unanimously.

Public Hearing: Zoning Ordinance Text Amendments

Ms. Stefforia presented her memo dated July 11, 2024, which is incorporated herein for Zoning Ordinance Text Amendments. Ms. Stefforia provided a one-page update to all those in attendance with additional changes regarding the definitions of warehouses, and distribution/fulfillment centers. The amendments address both a requested amendment to the ordinance from an applicant and several minor amendments from staff based upon application of the ordinance. A change to allow accessory buildings in the Village Core area is also offered. A letter of support from a local business owner in the Village Core is included in the meeting packet. Changes proposed with draft one regarding the parking of trailers has been set aside at this time for further study.

The Commission members discussed the definitions that were presented and asked for clarification on the differences of the three definitions. Ms. Stefforia advised that the language provided was based on case law and developed in conjunction with Township Attorney Mr. James Porter. Ms. Stefforia assured the Commission that the language that is suggested for distribution/fulfillment centers is to protect the adjacent residents.

Mr. Ford questioned the language in the Distribution/Fulfillment Center definition and raised concerns about limiting it to using just-in-time inventory management and material handling as there may be other systems that could be utilized.

Ms. Stefforia recommended that the language be changed to reflect this suggestion. The new verbiage recommendation is - uses an inventory management and material handling system such as a just-in-time.

Vice Chair Everett opened the public hearing for comments on the proposed amendments to section 26.50.H, 27.40.M, 2.20, and 49.300.

Mr. Jordan Schau, Attorney representing Clark Logic, stated his support to the amendments. He stated he worked with staff on some of the language changes and feels that the changes to the language help better reflect the realities of the marketplace and commerce today.

Mr. Jamie Clark, President of Clark Logic, shared he has been working with Oshtemo for the past year and thanked Ms. Stefforia for her time and attention. He provided an update that they are close to making their decision as to whether they move forward or not with their project. Clark Logic's tenants have a variety of needs, and they cannot tell exactly what those needs will be until the tenant is defined to know the type of business that will be housed in their space. Clark Logic is a Kalamazoo based business that has been in business for almost 55 years.

Vice Chair Everett closed the public hearing on the above sections.

Vice Chair Everett opened the public hearing for comments on the proposed amendments to section 57.30 B.

Hearing none, Vice Chair Everett closed the public hearing on the above section.

Vice Chair Everett opened the public hearing for comments on the proposed amendments to section 34.40.B.4.

Ms. Patricia Williams, Owner of Health Psychology, P.C. spoke to the Commission in favor of the text amendment changes for the Village Core. Ms. Williams is long time resident and business owner in the Township. She thanked everyone who read the letter provided in the packet. The change that is being requested is a small change and would help her with selling the property. Ms. Williams thanked the Commission for their consideration.

Vice Chair Everett closed the public hearing.

Vice Chair Everett opened the public hearing for comments on the proposed amendments to section 50.70.D and 50.70.E.

Hearing none, Vice Chair Everett closed the public hearing on the above section.

Ms. Stefforia reiterated the agreed upon changes to the Distribution/Fulfillment Center definition. "Distribution/Fulfillment Center – A processing and storage facility which optimizes transportation and uses an inventory management and material handling system such as a just-in-time. Goods or products are stored on site temporarily. These facilities are not intended to involve long-term warehousing of materials nor activities associated with truck terminals."

Mr. Ford **made a motion** to recommend to the Township Board that the zoning text amendments as presented to include the changes presented in hard copy along with the changes verbally discussed and agreed to that Ms. Stefforia, the Planning Director, recited be adopted. Mr. Makohn **seconded the motion**. The **motion was approved** unanimously.

Presentation by GIS Specialist: Charter Township of Oshtemo Online Map

GIS Specialist Mr. Scott Fitzgerald highlighted the GIS work that has been done so far this year. There are many new tools for both staff and residents to use within the interactive map available on the Oshtemo website.

Vice Chair Everett inquired about sewer and water showing on the map. Mr. Fitzgerald informed the Commission that they are unable to show the water lines on a public map but advised that staff does have access to that information.

Vice Chair Everett inquired about internet/cable providers showing on the map. Mr. Porter advised that he does have maps that show this information. Mr. Fitzgerald stated that he was willing to try to add that information.

The Commission thanked Mr. Fitzgerald for his presentation.

Ms. Stefforia informed the Commission that on August 8th from 6:00 – 8:00 p.m. there will be a second community gathering. This will be held in lieu of the Planning Commission meeting scheduled for that day. This will be open to the public. A 'breakfast for dinner' event with the Fire Department is planned.

Ms. Stefforia advised that there are no agenda items for the July 25th Planning Commission meeting and recommended that the meeting be canceled.

Mr. Ford **made a motion** to cancel the Planning Commission scheduled for July 25th. Mr. Makohn **seconded the motion**. The **motion was approved** unanimously.

Vice Chair Everett reminded everyone that this Sunday, Music in the Park will be held at the Flesher Field Park Gazebo starting at 6:00 p.m.

Adjournment

There being no further business, the meeting was adjourned at 6:55 p.m.

Minutes Prepared: July 16, 2024

Minutes Approved: August 22, 2024