

**Columbia Township  
Planning Commission Meeting Minutes  
October 29, 2013**

1) Meeting called to order at 6:00 pm by Chairman Roger Gaede

2) Roll Call Jarvis, Mahr, Gaede, Reynolds and Willerer.  
Absent McKay and Jeffreys. Guest Mark Eidelson.

3) Approve Agenda

Willerer motioned to approve agenda with the following changes, under New Business add a) Ida Twp Court Case. b) Memo from Eric White. c) New Business as appropriate. Motion seconded by Jarvis. Vote taken Ayes All, Motion Passed.

4) Approve Minutes of October 22, 2013.

Motion by Mahr to approve minutes seconded by Willerer. Vote taken Ayes All Motion Passed.

5) Public Comments None

6) Unfinished Business

Chairman Gaede referred meeting over to Mark Eidelson from LandPlan to continue draft revisions review.

**Article 16 Zoning Board of Appeals (ZBA)**

**Section 16.1 Purpose**

Discussion held, Mark explained purpose of ZBA and Planning Commission. Members agreed.

**Section 16.2**

**B Alternate Members Discussion held. **Approved as written.****

D Members concerned about Conflict of Interest and procedures for a member to reclude her/him self.

Mark explained if it looks bad recluse self or you have the inability to judge unbiased or you have a financial gain of some sorts. Much discussion held by members and Mark.

**Section 16.3 Organization**

**B Meetings and Quorum:** Mark explained that there are No By Laws for the Columbia ZBA there fore the Chairman calls for all meetings to be held and when. Discussion held Members agree. **Approved as written**

**C Oaths and Witnesses:** Discussion held Mark explained per the Law the Chairman has the

authority to request a person to appear before the ZBA.

#### 2.7 Timely Action on Applications

Much discussion held by the members and Mark members agreed that the changes made at the October 8, 2013 meeting for items 1-5 should be reconsidered.

- 1) Zoning Administrator Action **Change back to original fifteen days (15)**
- 2) Planning Commission action **Change back to original Ninety Days (90).**
- 3) Township Board action **Change back to original Ninety Days (90).**
- 4) Zoning Board of Appeals **Change back to original Ninety Days (90).**
- 5) Public Hearing. **Approved as written**

#### Section 16.5 Appeals for Administrative Reviews

Discussion held **Approved as written.**

#### C Proceedings

2. Stay add coma's after would, **a stay would, officer or body would,**

Explain restraining order. Mark explained restraining order stating it is part of the Zoning Act. **Approved as written.**

3 Record of facts Discussion held that the ZBA or Planning Commission did make a decision based on the facts at hand at the time and the ZBA acted on facts used by the Planning Commission at that time. New information can go back to the Planning Commission and start the process all over again. **Approved as written.**

4 Hearing **Change back to Chairman.**

#### Section 16.6 Interpretations

Explained earlier.

#### B Proceedings

Discussion held on items 1,2, 3a, and 3b **Approved as written.**

#### 16.7 Variances

##### B Standards

Much discussion held with Mark giving a explanation concerning all. **Approved as written.**

##### C Proceedings

1 Application Requirements. Discussion held. **Add A complete detailed survey showing all structures, utilities and easements on the property must be submitted when a variance for a set-back or lot coverage is requested. Correct spelling of choose.**

2 Hearing Discussion held. **Approved as written.**

3a Discussion held, **Approved as written.**

3b Discussion held, **Approved as written.**

3c Discussion held, **Approved as written.**

Section 16.8 Review Circuit Court

Discussion held per 30 Day and 21 Day periods set by Law. **Approved as written.**

Article 17

17.3 Procedures

A Discussion held ~~add to last sentence at the end and other approaches County and State Agencies, remove Jackson County Road Commission.~~

B Discussion held rewrite as follows **The Planning Commission shall review the application materials. Any application not properly filed or complete may be returned to the applicant with a written notice of deficiencies. Upon finding that the application materials are satisfactorily complete the Zoning Administrator shall establish a date and time for a public hearing on the application.**

3 Planning Commission Recommendation **Remove Metropolitan.**

C Township Board Action

Discussion held Mark explained that the Procedures are governed by State Law. **Approved as written.**

17.4 Resubmittal Discussion held **Approved as written.**

7) New Business

a Ida Township Court Case

Members discussed court case per email from Supervisor Elrod. Mark also explained how it related to the Brooklyn Archery decision and it's approval.

b Memo from Eric White Township Atty. Discussion held.

c No new business.

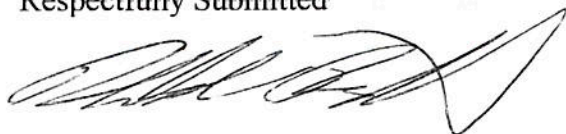
8) Commissioner Comment None

9) Future Meetings Members should look at their schedules for January, February and March.

10) Public Comments None

11) Adjournment Motion by Willerer to adjourn seconded by Mahr. Vote taken Ayes All Motion Passed Adjourned at 9:00 pm.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Philip Reynolds', with a large, stylized flourish at the end.

Philip Reynolds