

Columbia Township
Planning Commission Meeting Minutes
September 5, 2018

- 1) Call to Order Meeting called to order by Chairperson Mahr at 7:00 pm.
- 2) Pledge of Allegiance. Pledge lead by Mahr recited.
- 3) Roll Call. All members present Gaede, Trout, McKay, Mahr, Reynolds, Jeffreys and Wanty.
- 4) Approve Agenda. Motion by Reynolds to Approve the agenda seconded by McKay. Vote taken Ayes All Motion Passed.
- 5) Approval of Minutes of June 5, 2018 meeting. Motion by McKay to Approve the minutes seconded by Wanty Vote taken Ayes All Motion Passed.
- 6) Purpose of Meeting. Mahr stated the purpose of the meeting was that it is the third (3rd) meeting of four (4) as planned at the December 2017 Planning Commission meeting.

7) Public Comment. None.

8) Old Business.

Approval of revised Commission By-laws with Motion to submit to the Township Board for approval.

Members reviewed and questioned the Updated Planning Commission By-laws with much discussion held.

Motion by McKay to Approve the Updated By-laws and forward to the Columbia Township Board for their approval with the following corrections and additions included. Correct typo 3.4 Quorum change extra an to a, add line for date when approved by the Planning Commission. Add a line for the Township Clerk to sign when Approved by the Board and the date of approval. Add date to front of document for tracking purposes. Motion seconded by Reynolds. Vote taken Ayes All Motion Passed.

9) New Business. Gaede questioned the status of the Rollin Township Ordinance concerning Community Supported Agriculture and U-Pick Operation allowing Cider mills and Wineries. The proposed ordinance was submitted by the Brooklyn Irish Hills Chamber at the March 2018 Board meeting. Wauty and other members stated that the Planning Commission supported such an ordinance at its March 4, 2018 meeting and a version of the ordinance be added to the new ordinance being revised. Discussion was held, members questioning why nothing has been done or said. See attached ordinance.

Gaede discussed the Master Plan and Zoning Ordinances stating the Master Plan and Zoning Ordinance should follow a five (5) year plan that the Township has not done. Discussion followed.

10) Public Comment None

11) Commissioner Comments None

12) Adjournment Motion by Reynolds to adjourn seconded by Jeffries. Vote taken Ayes All Motion Passed adjourned at 7:45 pm.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Philip Reynolds', written in a cursive style.

Philip Reynolds

December 15, 2017

ARTICLE III CONSTRUCTION OF LANGUAGE AND DEFINITIONS

Section 3.01 - Definitions.

Community Supported Agriculture or CSA. A CSA is a marketing strategy in which a farm produces farm products for a group of farm members or subscribers who pay in advance for their share of the harvest. Typically the farm members receive their share once a week, sometimes coming to the farm to pick up their share; other farms deliver to a central point.

U-Pick Operation. A U-pick operation is a farm that provides the opportunity for customers to harvest their own farm products directly from the plant. Also known as pick your own or PYO, these are forms of marketing farm products to customers, who go to the farm and pick the products they wish to buy,

ARTICLE IV – GENERAL PROVISIONS

Section 4.34. Agricultural Commercial/Tourism Business.

1. Intent. It is the intent of the Township to allow as a “**Permitted Uses after Special Approval**”, of a commercial/tourism nature that are complementary and accessory to the primary agricultural land use in the AG Zoning District. It is also the intent to:
 - Promote and maintain local farming and the provision of open space within the Township.
 - Maintain both an agricultural heritage and rural character.
 - Encourage new agriculturally based businesses that contribute to the general economic conditions of the Township and surrounding region.
 - To address the Agricultural Land Use Policy of the Township Master Plan.
2. Purpose. The purpose of this designation is to provide a clear understanding of the expectations for agricultural commercial/tourism businesses for operators, local residents, other businesses, and local officials.
3. The following Agricultural Commercial/Tourism Businesses may be allowed after “**Permitted Uses After Special Approval**” review, pursuant to Section 21.13 of this Ordinance.
 - A. Cider mills or wineries selling product in a tasting room, containing at least 50% of crops or produce grown on-site.
 - B. Seasonal outdoor mazes of agricultural origin such as straw bales or corn.
 - C. The processing or storage of agricultural products into a value-added agricultural product in a farming operation if at least fifty (50%) percent of the stored or processed, or merchandised products are produced by the farm operator.
 - D. Petting farms, animal display, and pony rides.
 - E. Wagon, sleigh and hayrides.
 - F. Kitchen facilities, for the processing, cooking, and/or baking of goods containing at least 50% produce grown on site.

December 15, 2017

- G. Uses A through F listed above may include any or all of the following ancillary agriculturally related uses and some non-agriculturally related uses so long as the general agricultural character of the farm is maintained and the income from these activities represents less than fifty (50%) percent of the gross receipts from the farm.
- 1) Activities such as education tours of processing facilities, etc.
 - 2) Playgrounds or equipment typical of a school playground, such as slides, swings, etc. (not including motorized vehicles or rides).
 - 3) Nature trails.
 - 4) Open air or covered picnic area with restrooms.
 - 5) Educational classes, lectures, seminars.
 - 6) Historical agricultural exhibits.
 - 7) Gift shops for the sale of agricultural products and agriculturally related products. Gifts shops for the sale of non-agriculturally related products such as antiques or crafts, limited to twenty-five (25%) percent of gross sales.
- H. Other commercial/tourism business that are complementary and accessory to the primary agricultural land use of the subject property including but not limited to:
- 1) Small-scale entertainment (e.g. car show, art fair).
 - 2) Organized meeting space (e.g. for use by weddings, and business / corporate events).
 - 3) Designated, permanent parking for more than twenty (20) vehicles.

4. Supplemental Regulations. Agricultural Commercial/Tourism Business must meet the following minimum standards.

- A. The uses listed in Sections 4.34(3) A, B & F, must have direct access to one of the following road types as described in the Township Master Plan
- 1) State Highway.
 - 2) Asphalt County Primary Roads/ Asphalt Village Major Streets.

All other uses permitted by this section, not noted above, may have access on any road type within the Township with the condition that the increase in traffic shall not create a nuisance to nearby residents by way of traffic or noise, or increase the public cost in maintaining the roadway.

- B. A Fifty [50] foot open buffer shall be provided on all sides of the property not abutting a roadway. Agricultural Commercial/Tourism Business activities shall not be allowed within this buffer area. Where possible crops shall remain within this buffer area to help maintain the agricultural character of the site.
- C. Buffer plantings shall be provided along the property line where there is an abutting residence. Greenbelt plantings are intended to screen views of the proposed operation from the adjacent home or property.
- D. Must provide off-street parking to accommodate use as outlined in Article VI, Section 6.07

December 15, 2017

- 1) Parking facilities may be located on a grass or gravel area for seasonal uses. All parking areas shall be defined by either gravel, cut lawn, sand, or other visible marking.
- 2) All parking areas shall be located in such a manner to avoid traffic hazards associated with entering and exiting the public roadway.
- 3) Paved or unpaved parking areas shall not be located in required setback or buffer areas. Paved parking areas must meet all design, and landscape screening requirements as set forth in this Zoning Ordinance.

E. The following additional operational information must also be provided as applicable:

- 1) Ownership of the property.
- 2) Months (season) of operation.
- 3) Hours of operation.
- 4) Anticipated number of customers.
- 5) Maintenance plan for disposal, etc.
- 6) Any proposed signs.
- 7) Any proposed lighting.
- 8) Maximum number of employees at any one time.
- 9) Restroom facilities.
- 10) Verification that all outside agency permits have been granted, i.e. Federal, State and local permits.

ARTICLE VIII AGRICULTURAL DISTRICT – AG

Section 8.01 - Permitted Principal Uses

9. U-Pick Operations
10. Community Supported Agriculture or CSA

Section 8.02 – Permitted Uses After Special Approval

23. Agricultural Commercial/Tourism Business, subject to the provisions of Section 4.34.
 - A. Cider mills or wineries selling product in a tasting room, containing at least 50% of crops or produce grown on-site
 - B. Seasonal outdoor mazes of agricultural origin such as straw bales or corn
 - C. The processing or storage of agricultural products into a value-added agricultural product in a farming operation if at least fifty [50%] percent of the stored or processed, or merchandised products are produced by the farm operator.
 - D. Petting farms, animal display, and pony rides

December 15, 2017

- E. Wagon, sleigh and hayrides
- F. Kitchen facilities, for the processing, cooking and /or baking of goods containing at least fifty [50%] percent produce grown on site.