

VEVAY TOWNSHIP PLANNING COMMISSION
Special Meeting
Wednesday, October 18, 2017
Vevay Township Hall – 5:00 p.m.

MINUTES

Members present: Jack Cady, John Lazet, Chris Lewis, Patti McNeilly, Jim Minster, and Al Winters.

Member absent: Bruce Walker.

Other Persons present: Supervisor Jesse Ramey, and Legal Counsel David Revore.

I. Call to Order: The meeting was called to order at 5:00 p.m. by Chair McNeilly.

II. Pledge of Allegiance

The audience joined the Commission in reciting the Pledge of Allegiance.

III. Set/Amend Agenda

The agenda was set as presented.

IV. Brief Public Comment

There was no public comment.

V. Pending Business

A. Zoning Ordinance Possible Amendments

The proposed amendments to Chapter 3 were drafted substantially as requested; the Commission requested a typographical correction in subdivision H, second line, to change “way” to “away”.

The proposed amendments to Chapter 14 were drafted substantially as requested; the Commission requested a correction to the Required Site Plan Submission Requirements, the 15th item: “Required setbacks shown and dimensioned BUFFER STRIPS OR SCREENING”.

To accommodate the proposed changes to the chart in Section 14.03 (C), the Commission recommended subsections (A) and (B) be technically modified along the lines of:

SECTION 14.03 SITE PLAN REVIEW REQUIREMENTS

A. Optional Preliminary REVIEW OF Site Plan ~~Review~~.

Twelve (12) copies of a preliminary site plan may be submitted by the applicant for review by the ~~Planning Commission~~ ZONING ADMINISTRATOR OR PERSON DESIGNATED BY THE TOWNSHIP BOARD prior to final SUBMISSION OF THE site plan ~~submittal~~. The purpose of this optional procedure is to allow discussion between the applicant and the ~~Planning~~

~~Commissioners~~ ZONING ADMINISTRATOR OR PERSON DESIGNATED BY THE TOWNSHIP BOARD, to better inform the applicant of the acceptability of the proposed plans prior to incurring extensive engineering and other costs which might be necessary for ~~final~~ site plan approval.

1. THE preliminary ~~site plan submittal~~ REVIEW shall include the information as listed within subsection C, below, unless deemed unnecessary by the Zoning Administrator. Preliminary Site plans shall be at a scale not to exceed 1 inch equals 100 feet (1" = 100').
2. The ~~Planning Commission~~ ZONING ADMINISTRATOR OR PERSON DESIGNATED BY THE TOWNSHIP BOARD shall review the ~~preliminary~~ site plan and make any recommendations to the applicant in the context of the standards required by this Ordinance. The ~~Planning Commission~~ ZONING ADMINISTRATOR OR PERSON DESIGNATED BY THE TOWNSHIP BOARD shall advise the applicant as to the general acceptability of the proposed SITE plan, but shall not be bound by any statements or indications of acceptance of the SITE plan.

B. Final REVIEW OF Site Plan Review

1. ~~If submission of a preliminary site plan is not desired by the applicant,~~ Twelve (12) copies of a ~~final~~ site plan prepared by a professional engineer, architect, or land surveyor may be submitted ~~for review~~ without first receiving a PRELIMINARY review ~~of a preliminary plan~~. Final Site plans shall be at a scale not less than one inch equals twenty feet (1"=20') for property under three (3) acres and at least one inch equals one hundred feet (1"=100') for those three (3) acres or more.

2. ~~Applications for final~~ A site plan reviews shall include the information as listed within subsection C, ~~below, unless deemed unnecessary by the Zoning Administrator.~~

The proposed amendment to Chapter 15 was drafted as requested and needs no further modification.

The proposed amendment to Chapter 18 was drafted as requested and needs no further modification.

CHAPTER 19

The Commission discussed possible revisions to Chapter 19 to address the role of the Zoning Administrator and code enforcement, and whether those responsibilities should be handled by separate individuals or entities.

VI. Adjournment

There being no further business, the meeting was adjourned at 7:58 p.m.

John Lazet, Secretary