

VEVAY TOWNSHIP PLANNING COMMISSION  
Special Meeting/Work Session  
Thursday, September 17, 2020  
Vevay Township Hall – 6:30 p.m.

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MINUTES

**Members present:** Jack Cady, John Lazet, Chris Lewis, Pattie McNeilly, Jim Minster, Bruce Walker (by phone), and Al Winters.

**Members absent:** None.

**Other Persons present:** Zoning Administrator David Vincent.

**I. Call to Order:** The meeting was called to order at 6:30 p.m. by Chair McNeilly.

**II. Pledge of Allegiance**

Those present joined the Commission in reciting the Pledge of Allegiance.

**III. Set/Amend Agenda**

The agenda was accepted as presented.

**IV. Brief Public Comment**

There was no public comment.

**V. Work Session Regarding Possible Zoning Ordinance Amendments**

Chair McNeilly – the November meeting date needs to be cancelled and re-scheduled due to the election occurring the day before. The Commission re-scheduled its regular meeting to Tuesday, November 10, at 6:30 pm.

**MOTION McNeilly, seconded Lazet, to re-schedule the regular November meeting to Tuesday, November 10, at 6:30 pm.  
CARRIED 7-0.**

Chair McNeilly – noted the Commission will need a new Secretary as Comm. Lazet is expected to win election as Supervisor on November 3, and will be stepping down, effective November 20. Comm. Walker announced that he will be stepping down, effective November 30. Chair McNeilly is expected to be elected as a Trustee to the Board of Trustees, and by law cannot be the Chair; she is expected to be appointed as the Trustee liaison to the Commission.

Comm. Lazet – distributed a seven-page list of Ordinance amendments he has compiled over the years that could be addressed. The large majority are typographical errors, grammatical errors, internal inconsistencies within the Ordinance, and provisions that need either definition or clarification. There are also potentially substantive issues that have either been brought up previously by the Commission, or that he has noted over the years. The list is not complete, and

almost all the revisions to screening and landscaping are excluded due to the workgroup efforts to date on this topic. He committed to finish the list for distribution prior to his term expiring on November 20.

Commission – In response to a workgroup update on a proposed Ordinance amendment addressing businesses that perform their main use in multiple buildings, there was discussion on how best to designate multiple buildings as housing the principle use. This led to an extended discussion on definitions and use of the terms Main Building and Accessory Structure throughout the Ordinance; main use of the land versus main use performed as an activity; and how to address changes in land use when there is a SLU permit or development dependent on the main use, such as when a residence is removed but accessory structures remain.

Commission – had discussion on the proposed update to the Sec. 3.09 Table of Accessory Buildings, with the chair of the workgroup recommending revising square footage to 1200 square foot per acre or fraction thereof, eliminating the existing incremental footage per full acre. Also, as a starting point for discussion, it was recommended to set the allowable height based on setback distances for the buildings.

Commission – established a new workgroup to look at possible language revisions to “main buildings” and “accessory buildings”, especially Sec. 3.09, 2.02, and 2.14, and “principal use.”

Commission – had previously received Sec. 15.05 and Chap 16 provisions with suggested edits and comments. Discussion followed on what direction the work group needed from the Commission. Commissioners were asked to review the February marked up document to refresh thinking on what direction they would recommend to head, and prepare to share thoughts at the regular October meeting. They were also encouraged to look over the list of possible amendments distributed by Comm. Lazet for discussion on especially grammatical and typographical changes.

Chair McNeilly – noted that the required Master Plan five-year review will need to start in 2021.

## **VI. Additional Public Comment**

There was no public comment.

## **VII. Adjournment**

There being no further business, the meeting was adjourned at 9:04 p.m.

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John Lazet, Secretary