

**Planning Commission**  
Branch County, Michigan  
**Meeting Minutes**

January 6, 2015

The **Ovid Township Planning Commission** met on Tuesday, January 6, 2015 at the Ovid Township Hall. Chairman Andy AcMoody opened the meeting at 7:30 PM

**Members Present:** Andy AcMoody, . Sean Groves, Ron Sampsel, Chris Donbrock and Cheryl Downs

**Others Present:** Chris Khorey, Bruce Knisely, Charlotte Knisely, Todd Sanderson, Randy Leiton, Carrie Heater, Greg Heater, Paul Pope, Tina Pope, Christine Forrister.

**Approval of Agenda:** Ron Sampsel made a motion that the agenda be approved as presented. Motion was supported by Sean Groves. MOTION CARRIED.

**Approval of Minutes:** Chris Donbrock moved to approve the meeting minutes as presented from the December 2, 2014 meeting. Supported by Sampsel. MOTION CARRIED.

**Old Business:**

1. Bella Vista rules to be reviewed. AcMoody stated that the Ovid Township Board has asked the Planning Commission to review the PUD regulations for Bella Vista and to determine if regulations need to be updated or altered. Christine Forrister of 690 Lake Drive told the board that the area is not conducive to swimming and there had been bonfires down by the lake on the property by the 3 boat slips.. She voiced concern over the fact that PUD rules are not being enforced. AcMoody asked consultant Chris Khorey of McKenna Associates what steps are involved in altering a PUD. Khorey stated that when a PUD is altered, it is necessary to determine specifically what has changed in the situation to warrant a change in the regulation. Khorey said that he would review the Bella Vista PUD and write his recommendations about the situation for the Planning Commission.

**New Business:**

1. Special Use Request from CTS Financial LLC. CTS Financial LLC has applied to operate an office at 583 Lake Drive (Crab's Landing). The wholesale automotive business has been in operation for 39 years and want to do business in Michigan. In order to apply for a Class "W" license from the State of Michigan they need an address, a telephone, a sign and a building to house records. There will not be any vehicles on the premises. The rented home on the property

will continue to be rented. Groves made a motion to recommend the Ovid Township Board grant a Special Use Permit to CTS Financial LLC. Supported by Sampsel. MOTION CARRIED.

1. Review Ordinance for Group Home at 573 S Angola RD. Consultant Chris Khorey of McKenna and Associates stated that the current usage of the property falls under the category of non-farming residential use, which is allowed in areas zoned as Agricultural. Khorey and Zoning Administrator Russ Jennings asked if the property met all of the building codes. Paul Pope, who is managing the property for owner Sandra Eley, stated that renters are required to do home improvements on the house as part of their rental agreements. Pope also stated that no sex offenders will be allowed to rent at the property. The residents are part of the Damascus Road Ministries.. Khorey stated that his opinion was that home can continue to be rented to multiple people. Khorey also said that he recommends that Ovid Township create a definition of a group home and that such homes be allowed in residential areas while requiring a special use permit in agricultural areas. AcMoody thanked Pope for coming to the meetings and explaining some specifics about the property.
  
1. Review enforcement of 40% lot coverage per the Ordinance. Khorey referred to a memo he sent to the Planning Commission on October 16, 2014 about the issue of hardscaping limitations on lots. Khorey recommends that Ovid Township require a simple zoning permit for construction of impervious surfaces on lakefront lots. Groves asked if there was any specific evidence that showed that 40% lot coverage was effective at reducing runoff into lakes. Sampsel stated that the 40% is the limitation that was recommended by McKenna Associates. AcMoody stated he would meet with Mike Hard of the Drain Commission to determine if he had any existing information about runoff levels. The Planning Commission agreed to discuss the matter at the next regular meeting.
  
2. Review Lloyd Barrows variance request for Lot Split and Re-Zoning. Lloyd Barrows would like to split one acre off of a 5 acre property that is zoned rural residential. The one acre that he wishes to split has a trailer home located on it. Barrows would like to have the remaining 4 acres rezoned to Agricultural. On the 4 acres he would like to have cattle. Jennings stated that he believed the best procedure for Barrows to follow would be to first request a variance to split off the one acre, and then come before the Planning Commission to request a change in zoning. AcMoody confirmed that would be the best way for Barrows to proceed.
  
1. Election of new officers: AcMoody opened the floor for nominations for officers on the Planning Commission. Sampsel nominated AcMoody for Chairman. Supported by Downs. MOTION CARRIED. Donbrock nominated Sampsel for Vice-Chairman Supported by AcMoody.

MOTION CARRIED. Groves nominated Downs for Secretary. Supported by AcMoody.  
MOTION CARRIED.

**Zoning Administrator Report:** Jennings presented his report for December 2014. Three permits were issued. The 2014 Annual Report showed 66 permits were issued and 14 violations. Both numbers up from the previous year. Jennings stated that the next Zoning Board of Appeals meeting was Thursday January 8<sup>th</sup> at 6:30 PM for a Variance Request for side yard setbacks for David & Jane Crandall at 687 Lake Drive

**Public Comment:** None.

**Adjournment:** Donbrock made a motion to adjourn the meeting. Motion was supported by Groves. MOTION CARRIED. Meeting adjourned at 9:23 p.m.

Respectfully submitted by: Cheryl Downs, Secretary

Recorded by: Charlotte Knisely