

ROBINSON TOWNSHIP PLANNING COMMISSION
August 11, 2020

The special meeting of the Robinson Township Planning Commission was called to order at 7:30 PM via Zoom (virtual meeting).

Present	Absent
Shawn Martinie Travis Vugteveen Bill Maschewske Lydia Brown Steve Young Rich Sibley	George Schippers

Also present were Township Supervisor Kathy Kuck. The attendance sheet is attached.

A motion was made by Rich Sibley and seconded by Travis Vugteveen to approve the agenda as revised to eliminate the paying of bills.

A roll call vote was taken.

Rich Sibley – Yes
Steve Young – Yes
Lydia Brown – Yes
Travis Vugteveen – Yes
Bill Maschewske – Yes
Shawn Martinie – Yes

The motion carried unanimously with one member absent.

A discussion was held regarding the minutes from the July 28, 2020 meeting.

A motion was made by Travis Vugteveen and seconded by Steve Young to approve as written the Planning Commission minutes of the July 28, 2020 meeting.

A roll call vote was taken.

Rich Sibley – Yes
Steve Young – Yes
Lydia Brown – Yes
Travis Vugteveen – Yes
Bill Maschewske – Yes
Shawn Martinie – Yes

The motion carried unanimously with one member absent.

Non-Commission Inquiries and Questions – None.

Reports and Communications – None.

Old Business

The Evergreen Site Condominium Preliminary Plan review remains tabled waiting for additional information.

New Business

The main purpose of this special meeting was to review the pros and cons of two planning firms selected by the Township Board as finalists to prepare the 2020 Master Plan update. The Township Board had previously issued a Request for Proposal to numerous planning firms. The Planning Commission has been requested by the Township Board to make a recommendation to them on one planning firm.

Recently completed Master Plans by the two applicants (Fresh Coast Planning and MCKENNA) were previously submitted for review. Each Planning Commissioner was asked what they liked and disliked about the plans. It was felt that both plans contained extensive generic boilerplate narrative. Additional comments were made regarding the quality of the Citizen Survey questions and the reliance on sparsely attended Focus Group meetings to determine the future vision for the township.

Given that the consensus was that the Planning Commission was not completely satisfied with either plan, it was decided that the choice of either planner would require considerable direction regarding how the plan was generated and the final content. A discussion then followed regarding which planner would be more receptive to review and direction, specifically citizen input resulting from the Citizen Survey.

The time frame to completion quoted by each planning firm was also reviewed. It was felt that the 10 months quoted by MCKENNA was very aggressive and that the 12 to 18 months quoted by Fresh Coast was more realistic, particularly considering the anticipated Planning Commission level of involvement.

The environmental awareness of each planner was also considered. It appeared that Fresh Coast Planning was much more familiar with Robinson Township and Ottawa County and was familiar with the Ottawa County Groundwater Initiative.

While the submitted estimated costs from both planning firms were very similar, a discussion was held regarding Township involvement in the planning process and possible additional costs resulting from additional meetings. The consensus was that Fresh Coast Planning would be easier to interface with, easier to work with, and had already planned for more meetings than MCKENNA.

A motion was made by Steve Young and seconded by Lydia Brown to recommend to the Township Board Fresh Coast Planning as the planning consultant to prepare the 2020 Master Plan.

A roll call vote was taken.

Lydia Brown – Yes
Bill Maschewske – Yes
Steve Young – Yes
Travis Vugteveen – Yes
Rich Sibley – Yes
Shawn Martinie – Yes
One member absent.

The motion carried.

Any and All Other Business

Supervisor Kuck stated that materials for the next Planning Commission meeting would be delivered by her to Planning Commissioner homes within the next several days. Problems had been encountered in materials arriving in a timely fashion by the U.S. Postal Service.

The next Planning Commission meeting was scheduled for August 25, 2020.

The paying of bills was delayed until the next meeting.

A motion was made by Travis Vugteveen and seconded by Rich Sibley to adjourn the virtual Planning Commission meeting at 9:07 PM.

A roll call vote was taken.

Lydia Brown – Yes
Bill Maschewske – Yes
Steve Young – Yes
Travis Vugteveen – Yes
Rich Sibley – Yes
Shawn Martinie – Yes
One member absent.
The motion carried.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachment: Attendance Sheet for August 11, 2020 Planning Commission Meeting



SIGN IN SHEET
Special Planning Commission Meeting
August 11, 2020 - 7:30 pm

PRINT NAME

SIGNATURE

Kathy Kuck

Kathy Kuck
