

ROBINSON TOWNSHIP PLANNING COMMISSION

June 23, 2020

The special meeting of the Robinson Township Planning Commission was called to order at 7:30 PM at the Robinson Township Hall.

Present	Absent
Shawn Martinie Travis Vugteveen Bill Maschewske George Schippers Lydia Brown Steve Young Rich Sibley	None

Also present were Zoning Administrator Brian Werschem, Township Attorney Ron Bultje, and Mark Sloothaak representing the MME Development LLC Class B Earth Change renewal request. The attendance sheet is not attached since it contained no names.

A motion was made by Rich Sibley and seconded by Travis Vugteveen to approve the agenda as written.

The motion carried unanimously.

A motion was made by Travis Vugteveen and seconded by George Schippers to approve the minutes of the February 25, 2020 Planning Commission meeting as written.

The motion carried unanimously.

Non-Commission Member Inquiries – None

Reports and Communications

Travis Vugteveen reported the following from the March 11, March 26, May 13, and June 10, 2020 Township Board meetings.

1. The Jack Dykstra Emerald Lake Class B Earth Change permit was renewed.
2. The Semco Energy Gas Company Franchise Ordinance No. 2020-03-01 was approved.
3. Trevor Cain was approved as a Firefighter Cadet.
4. Clarification was made regarding Township employees running for a Township Board position.
5. A revised wage schedule was approved.

6. Emergency Spending Resolution No. 2020-03-12 was approved establishing an approval process for any expenditure for a six-month period due to the COVID-19 pandemic.
7. Cleanup day was postponed due to the pandemic.
8. Resolution No. 2020-03-13 for the Northwest Ottawa Recreation Authority (NORA) Millage was approved placing the millage proposal on the August ballot.
9. A bid from McKellips and Sons Heating was approved for boiler repairs at the Fire Station.
10. The purchase of ten pagers from Tele-Rad was approved for the Fire Department.
11. The Township Board agreed not to significantly cut budgets for approved projects as a result of expected revenue reductions from the State.
12. Personnel issues were resolved with the Fire Chief.
13. The project estimate from the Ottawa County Road Commission for the resurfacing of the Woodlands Subdivision was approved.
14. An offer was accepted from Dale Deppe to replace the fence on the eastern edge of the cemetery at his cost.
15. A resolution was approved to temporarily relax zoning and land use requirements with no application fee (Resolution No. 2020-06-14).
16. A liaison was discussed between the Fire Department and the Township Board. Fire Chief VanVelzen was acknowledged for keeping his firefighters safe through the pandemic.
17. A proposal was accepted from Diemer's Property Services for installing a new water line at the cemetery.

Announcements

Chairperson Martinie updated the Planning Commission on the Master Plan update process. The Township Board developed an RFP for updating the Master Plan. Three proposals were received. Clerk Saddler, Supervisor Kuck, and Planning Commission Chairperson Martinie interviewed the candidates and reduced the candidates to McKenna and Fresh Coast Planning. The Township Board will make a determination at the July 8, 2020 Board meeting. The work will include a new resident survey.

Old Business

Zoning Administrator Werschem updated the Planning Commission on the Evergreen Site Condominium project. Four of the test wells were acceptable and one was marginal. The weather, the pandemic, and the County shutdown have all caused delays.

This item remains tabled by the Planning Commission and no action was taken.

New Business

A request has been made by the applicant, Mark Sloothaak, to renew the MME Development LLC Class B Earth Change permit. Per Zoning Administrator Werschem, the applicant is in compliance as verified by his inspection on this date. Zoning Administrator Werschem reported that Cell C1 is fully excavated, Cell C2 is mostly complete, and Cell C3 is excavated to the water

table. Cells C4, C5, and C6 are undisturbed. Due to the rate of material removal, this is anticipated to be the only renewal that will be necessary. There have been no complaints from neighbors and the berms have been constructed per the submitted plan.

A motion was made by George Schippers and seconded by Rich Sibley to recommend to the Township Board renewal of the MME Development LLC Class B Earth Change permit based on the findings that the representations for renewal are true and that such renewal would not be adverse to the health, safety, and welfare of the Township.

A roll call vote was taken.

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

The motion carried unanimously.

A motion was made by Travis Vugteveen and seconded by George Schippers to pay Planning Commission salaries for the month of June 2020 (one meeting, all present).
The motion carried unanimously.

Any and All Other Business -- None

A motion was made by Travis Vugteveen and seconded by Rich Sibley to adjourn the Planning Commission meeting at 7:59 PM.
The motion carried unanimously.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachment: None.