

ROBINSON TOWNSHIP PLANNING COMMISSION
October 26, 2021

The regular meeting of the Robinson Township Planning Commission was called to order at 7:00 PM at the Robinson Township Hall.

Present	Absent
Shawn Martinie Bill Maschewske Steve Young Lydia Brown Michelle Gillespie Travis Vugteveen	One position vacant

Also present were Zoning Administrator Brian Werschem, Township Attorney Ron Bultje, and Annette Munroe. The attendance sheet is attached.

A motion was made by Michelle Gillespie and seconded by Lydia Brown to approve the agenda as written.

The motion carried unanimously with one position vacant.

A motion was made by Travis Vugteveen and seconded by Steve Young to approve the Planning Commission minutes of the October 12, 2021 meeting as written.

The motion carried unanimously with one position vacant.

Non-Commission Member Inquiries and Questions – None

Reports and Communications

Travis Vugteveen reported the following from the Township Board.

1. The Site Plan and Special Use request for the Fox and Hen Winery was approved.
2. The revised Site Plan to include Signs for Dollar General was approved.

Announcements – None

New Business – None

Old Business

Discussion regarding amending the Zoning Ordinance regarding Private Roads continued from last month when a public hearing was held. At the public hearing, Mark Sloothaak noted the

MME Earth Change Site he was mining had a 90 ft. wide access to North Cedar St. which would include his 66 ft. wide easement to access the interior of the project once mining was completed. This width of access was not adequate to accommodate the 66 ft. wide required easement plus the 14 ft. easement setback that would be required on both sides of the easement if the proposed Zoning Amendment is approved.

Township Attorney Bultje – Noted that the 14 ft. setback could be retained but language could be added to the amendment giving the Planning Commission discretion to reduce the setback to a smaller number under extenuating circumstances.

Bill Maschewske – Inquired if it is the easement or the roadbed that the public wished to be setback from adjacent property lines. If the setback were to apply to the roadbed only, then Mr. Sloothaak can meet the requirements.

A long discussion followed regarding the location of the private roadbed versus the easement location and setbacks for each.

Zoning Administrator Werschem – Believes the roadbed must be centered on the centerline of the easement but needs to verify per the Robinson Township Private Road Police Power Ordinance.

Township Attorney Bultje verified the above was not a requirement in the Private Road Ordinance.

Discussion followed regarding the sizes of various developments using Private Roads. For larger developments, there generally is a Site Plan which identifies the location of ingress and egress which the Planning Commission could review and request changes if required.

It was agreed to delete the 14 ft. setback of an easement from a property line as required in the proposed Zoning Ordinance Text Amendment (draft date 7/7/2021) but to add a 15 ft. minimum setback for the roadbed from the easement boundary.

A discussion was then held regarding multiple ingress/egress easements on a parent parcel to permit development of newly created interior lots. The Zoning Administrator recommended either none or to limit the number to one. In the past, multiple easements for private driveways have been created to circumvent the requirements of a Private Road to service multiple parcels.

Following discussion, it was agreed to eliminate most if not all of paragraph 3 of Section 4.9A. The Township Attorney is to draft the appropriate language for review at the next meeting.

The next subject discussed was Private Road roadbed construction. Mark Sloothaak noted at the public hearing on the proposed Zoning Ordinance Amendment regarding Private Roads that he felt that the Zoning Administrator was interpreting the Zoning Ordinance Requirements in Section 4.9 B incorrectly.

Zoning Administrator Werschem described how he is implementing the Private Road roadbed construction requirements and all agreed he was interpreting the Zoning Ordinance correctly.

Steve Young – Stated that the requirements in the Zoning Ordinance were very vague and should require specific engineered materials to more carefully define and control roadbed construction.

Discussion followed regarding the limited usage of most Private Roads and the extent to which construction costs would be increased if engineered materials were required.

It was agreed that the requirements of the Zoning Ordinance are clear and that no further requirements were necessary.

Pay Salaries

A motion was made by Travis Vugteveen and seconded by Lydia Brown to pay salaries for the October 26, 2021 Planning Commission meeting (six members present, one position vacant). The motion carried unanimously with one position vacant.

Any and All Other Business

Chairperson Martinie reported that Planning Consultant Gregory Ransford of Fresh Coast Planning is recovering from COVID. As a result, it was agreed to postpone the November planning meeting until December 14, 2021. Materials for the next planning meeting should be available soon. A regular Planning Commission meeting would be held on November 23, 2021 at which time the proposed Zoning Ordinance Amendment regarding Private Roads would be discussed.

A motion was made by Travis Vugteveen and seconded by Lydia Brown to adjourn the Planning Commission meeting at 9:25 PM.

The motion carried unanimously with one position vacant.

Respectfully submitted,

Bill Maschewske, Secretary
Robinson Township Planning Commission

Attachment: Attendance Sheet

