

MINUTES SILVER CREEK TOWNSHIP

PLANNING COMMISSION MEETING – JUNE 26, 2024

Chairman, Nick Barnes called the meeting to order at 7:00 p.m. on Wednesday, June 26, 2024. All present recited The Pledge of Allegiance to the Flag of the United States of America.

MEMBERS PRESENT: Nick Barnes, John Joossens, Ben Schilling, Veronnica Kenreich, Jon Tidey and Mike Glynn.

MEMBERS ABSENT: Tim Feirick

OTHERS PRESENT: Jess Honn, Mark Davis, Wendy Colburn, and members of the public

APPROVAL OF THE AGENDA FOR JUNE 26, 2024

Veronnica Kenreich motioned to approve the agenda.

John Joossens seconded.

Motion passed by voice vote.

APPROVAL OF THE MINUTES FROM MAY 22, 2024

Veronnica Kenreich motioned to approve the minutes.

John Joossens seconded.

Motion passed by voice vote.

COMMUNICATIONS

None.

PUBLIC COMMENT

None.

BUILDING AND ZONING ADMINISTRATOR'S REPORT

Updates given by Mark Davis.

ZBA REPORT

Updates given by Ben Schilling.

NEW BUSINESS

Master plan discussion - Nick initiated the conversation by asking members to determine if they want to suggest that Silver Creek Township partners with Cass County or if they prefer to pursue an independent path. Veronnica mentioned that some vendors informed her that it is not the right season for proposals, and as a result, she has only received one proposal from McKenna. The group agreed they could not have a meaningful discussion without more bids from other vendors. Veronnica will resend the requests and will seek out other vendors. Nick expressed his

desire to make progress before the September meeting and hopes to have 2-3 proposals at the next meeting. Mike Glynn inquired about the status of the county's offer. Veronnica will reach out to all vendors and to Cass County to obtain a timeline for all offers, including the deadline to inform Cass County if the decision is made to join forces with them. All members agreed that it would be best to wait for additional proposals and take the risk of potentially being too late to partner with Cass County.

Discussion on the benefits of joining the Cass County Planning Commission vs going alone with the McKenna proposal. – John Joossens would like input from the Supervisor because the potential cost of going alone with McKenna is 2-3 times higher than if the township were to collaborate with the county. Mike Glynn believes that the county can save money and questions whether the group has a specific goal in mind. He is apprehensive about endorsing additional spending without a clear focus. Ben Schilling is undecided as he is unsure about the benefits of either direction. Veronnica Kenrich believes that consultants have a duty to help their clients focus and thinks that the township is unique and should not depend on a generic plan that might not consider its uniqueness. Nick Barnes is also hesitant to decide since the board is new and lacks certain knowledge. Mike Glynn discussed the process with the members and highlighted that the timeline for completing the master plan is typically longer with a personal consultant. He does not believe that the disparity between the county's approach and the township is as pronounced. Jon Tidey thinks that since the county is using McKenna, which is the only proposal the township received, the difference will not be significant enough to justify going solely with McKenna. Ben Schilling and Veronnica Kenrich believe that by going alone, the township could customize the plan and they note that other townships declined to join Cass for a reason. Jon Tidey wonders if there are any grants that the township could consider helping with the costs.

Motion to resend the request for proposals with a due date of September 11, 2024.

Nick Barnes motioned to approve

Mike Glynn seconded the motion.

All members in attendance approved by voice vote

Motion carried

Short-Term Rental Ordinance- review from the Township attorney- Members reviewed a draft of the proposed **Short-Term Rental (Vacation) Ordinance** and noticed that some sections appeared to be similar or duplicates. Mike Glynn approves of the corrections despite a few duplications. He also suggests including registration requirements and establishing a reference for the township to review and adjust the registration and fines. Nick Barnes prefers to retain the more comprehensive duplicate. Jon Tidey questions whether the township should hire someone or if the fire department could handle this task. Nick Barnes is seeking more details regarding the section that explains local agents and wants to ensure that important terms are added. Ben Schilling seeks clarification from Mike Glynn regarding the process surrounding new ordinances. Mike Glynn and John Joossens would like some sections to be more specific and suggest making short-term rentals self-sustaining. Veronica Kenrich mentions that certifications from the

fire department can sometimes help with insurance costs based on her experience. She would also like to see verbiage that covers campgrounds, motels, and resorts. Jessica Honn notes that while the ordinance is primarily directed toward rental properties, it can also be enforced for residents. Jon Tidey wants to include fireworks. Members discussed certain sections of the proposed **Short-Term Rental (Vacation) Ordinance** and agreed to make some adjustments or amendments to some sections. Mike Glynn volunteered to gather the revisions, edit them, and resubmit the revised **Short-Term Rental (Vacation) Ordinance** to all members before presenting them to the township for approval. A copy will be provided with these notes for reference.

Motion to Amend the Short-Term Rental (Vacation) Ordinance as discussed and submit to the township for review.

Nick Barnes motioned to approve

John Joossens supports.

All members in attendance approved by voice vote

Motion carried.

OLD BUSINESS

Good Neighbor policy – Nick Barnes wants to ensure that a Good Neighbor policy is inclusive of all residents of the township, not just renters. He requests that all members review the language to ensure its inclusivity. Veronica Kenrich suggests that the leash ordinance should primarily apply to rental properties, as homeowners with their dogs should be exempt from leash requirements while on their own property, only being bound by the ordinance in public spaces. John Joossens and Nick Barnes believe this should be a township-wide regulation, not limited to rental properties. Some members suggest mailing flyers out to all residents about the Good Neighbor Policy. Mike Glynn believes that marketing pieces should be handled at a township level and not considered by the board as part of the planning process. Ben Schilling would like to propose ideas to the township and feels that it aligns with the board's responsibilities. Mike Glynn wonders if the policy should be presented with the proposed Short-Term Rental (Vacation) Ordinance at the next Board of Trustees meeting. Nick Barnes would like all members to submit feedback to him on the Good Neighbor Policy before July 10, 2024.

COMMISSION MEMBER COMMENTS:

None.

NEXT MEETING:

July 24, 2024

PUBLIC COMMENT

None.

ADJOURNMENT

John Joossens motioned to adjourn.
Ben Schilling seconded.
All members present approved, and no members denied.

The meeting adjourned at 8:23 p.m.

Recording Secretary, Wendy Colburn

Secretary, Veronnica Kenreich

DRAFT