

**MINUTES SILVER CREEK TOWNSHIP  
REGULAR PLANNING COMMISSION MEETING HELD ON SEPTEMBER 26, 2018**

The Planning Commission meeting was called to order by Chairman Terry Harris at 7:00 p.m. on Wednesday, September 26, 2018. The Pledge of Allegiance to the Flag of the United States of America was led by Nick Barnes.

MEMBERS PRESENT: Jon Tidey, Tim Feirick, Bill Zuhl, Terry Harris, Debbie Brown, Nick Barnes, Dave Grabemeyer

MEMBERS ABSENT: None.

OTHERS PRESENT: Building/Zoning Administrator Todd Herter, Recording Secretary Lindsay Krohne

**MOTION TO APPROVE SEPTEMBER 26, 2018 MEETING AGENDA**

Bill Zuhl motioned to approve the September 26, 2018 Agenda with the additions of "Zoning Board of Appeals Report" after the Township Attorney Report, and "Capital Improvement Plan" under New Business (B) . Tim Feirick seconded. Motion passed by voice vote.

Chairman Terry Harris stated that "Zoning Board of Appeals Report" would be a permanent item on the Agenda.

**APPROVAL OF AUGUST 22, 2018 MINUTES**

Dave Grabemeyer motioned to approve the August 22, 2018 Planning Commission minutes. Debbie Brown seconded. Motion passed by voice vote.

**COMMUNICATIONS**

Chairman Terry Harris read an e-mail response received from Catherine Kauffman, one of our attorneys, regarding the Solar Energy Ordinance draft. Terry stated that he had already made the recommended changes and e-mailed the Planning Commission members the updated draft earlier in the week.

**PUBLIC COMMENT**

None.

**TOWNSHIP ATTORNEY'S REPORT**

None.

## **ZONING BOARD OF APPEALS REPORT**

Nick Barnes stated that he observed the last Zoning Board of Appeals Public Hearing for a variance request for a 1,500 square foot garage, requiring a 528 square foot variance, which was denied. Discussion followed.

Todd Herter explained the request for two upcoming hearings, which will be held on October 11, 2018. Discussion followed.

## **BUILDING/ZONING ADMINISTRATOR'S REPORT**

None.

## **NEW BUSINESS**

### **SOLAR ENERGY ORDINANCE DRAFT**

Terry Harris stated that he took the attorney's recommendations and incorporated them into the ordinance draft.

Terry stated that in the first comment from Catherine regarding the articles was an oversight on his part because they used someone else's ordinance and he didn't change the reference, so he corrected that. He stated that for a special use permit, he changed it to read Ag-Residential, Commercial, and Industrial. Terry stated that he broadened the definition for the performance guarantees.

Terry stated that he already incorporated the changes into the ordinance draft.

Discussion followed.

Terry recommended they schedule a public hearing for the October 24, 2018 meeting. Discussion followed that the Clerk's office will get it published.

### **MOTION TO SCHEDULE PUBLIC HEARING**

Bill Zuhl motioned to tentatively approve a draft copy of the Solar Energy Ordinance for public hearing at the October 24, 2018 Planning Commission meeting. Dave Grabemeyer seconded. Motion passed by voice vote.

### **CAPITAL IMPROVEMENT PLAN DISCUSSION**

Terry Harris stated that there is a process for the Capital Improvement Plan and referred to the spreadsheet he e-mailed to the other members. Terry explained the new items at the bottom, and the Wastewater Asset Management Plan disbursement of funds.

Terry stated that one recommendation was converting the Township Hall to LED lighting, but there was no estimated cost yet.

Terry stated that the new Building Department software from BS&A was another item. Todd explained the cost increase from what was originally thought and discussed, and stated that it includes a new computer, a server, training, etc. Todd explained how the program will benefit the Township. Discussion followed.

Terry Harris stated that every department received a copy of the Capital Improvement Plan and request, to review and make recommendations. He stated that a security system was one, but the cost did not meet the threshold to be included on the Capital Improvement Plan.

Terry stated that it will be submitted to the Township Board for approval at the end of the month if there are no additional recommendations.

### **UNFINISHED BUSINESS**

#### **DISCUSSION REGARDING “TINY HOMES”**

Chairman Terry Harris asked Building/Zoning Administrator Todd Herter if he believes tiny homes are still an issue.

Bill Zuhl stated that the 850 square feet requirement has worked for them and he believes they should stick to it.

Todd Herter stated that he has had three instances involving tiny homes: One ZBA request, and two others who bought property from the same person wanting to build a tiny home on it.

Todd stated that someone wanting a home less than the required 850 square feet has the option of a mobile home park in the township.

Questions and discussion followed about the Shady Shores cabins and whether they were over 850 square feet. Todd answered that some probably are, and some probably are not.

Terry questioned if they were selling them individually. Todd explained that there are several parcels, and once sold, a lot of the buildings will have to be removed because they are on or over property lines. He added that there is a loose arrangement that upon sale, the buyer will have a certain amount of time to remove the cabins and make them compliant. Discussion followed. Terry stated that they would continue discussion on tiny homes.

### **COMMISSION MEMBER DISCUSSION**

Terry Harris stated that next month they will elect officers for the following year.

### **PUBLIC COMMENT**

None.

**PLANNING COMMISSION MEETING DATE**

Terry stated that the next Planning Commission meeting is scheduled for Wednesday, October 24, 2018 at 7:00 p.m., with a Public Hearing at 7:00 p.m. and the regular meeting following.

**ADJOURNMENT**

Dave Grabemeyer motioned to adjourn the meeting. Bill Zuhl seconded. Motion passed by voice vote. The meeting was adjourned at 7:40 p.m. by Chairman Terry Harris.

Respectfully submitted,

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Lindsay Krohne  
Planning Commission Secretary

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Jon Tidey, Secretary

To be approved at the October 24, 2018 Planning Commission meeting