

Superior Township Planning and Zoning Committee

Brimley, Michigan 49715

Regular Meeting, August 7, 2018

Agenda

Meeting called to order by Matthew Maki at 6:15 p.m. at Superior Township Hall

Present: Ken Belk, George Kinsella, Matthew Maki

Not present: Elgon Ellis, Rick Plunkett

Minutes from July 10, 2018 (Annex A)

Motion to accept: George

Motion Seconded : Ken

Motion to approve Minutes, unanimous

Public Comments: Three minutes per commentator:

Discussion: none

Old Business.

1. Michigan Township Association (MTA) Planning and Zoning Seminar July 12, Gaylord:

Attended: Elgon, George, Matt, Rick

Topic: "Emerging Issues in Planning and Zoning"

Discussion: This was a very helpful meeting, and others of a similar nature are essential for educational and practical application in our township.

2. Status of Used Car Lot (at/near Mel's Fireworks on M28 by M221). Did further clarification come to light based on the question of Jimmy Miller's plan?

Discussion: Tabled pending additional information or inquiries from Jimmy Miller.

3. Required documentation to accompany building permit application assembled for future use:

a. Building Permit Application Checklist (Annex B)

b. Example Site Plan Sketch (Annex C)

Motion: George: "To add the Building Permit Application Checklist and Site Plan Sketch as required documentation to be completed and returned to the Superior Township Hall as part of the Building Permit Application process so the overall process may move forward".

Motion seconded: Ken

Motion approved by unanimous vote

New Business.

1. Sullivan Creek Property Status

Discussion: There are questions as to the owner's plan for the site, as well as the need for the Building Permit Application to be supported by a site plan sketch with verification of corners and set-backs before proceeding further. Rick Plunkett has made contact with the owner, still pending additional information.

2. Update of search for Zoning Administrator position following Interview (Annex D)
Discussion: the overall consensus was that both George Kinsella and Rich Phillips should meet with Rick Osborne and continue the dialogue to discern whether Rick would be the person to fill the Zoning Administrator position.

3. Additional Items.

a. Discussed providing article for the Superior Township Website to introduce Rick Osborne, should he be hired as Zoning Administrator.

b. Discussed providing the Superior Township Website with guidance for Building Permit Application available at the Township Hall, to include the Building Permit Application Checklist and the Site Plan Sketch as key documents to enable the process to move forward.

Motion to adjourn: Matt made a motion to adjourn the meeting at 7:47 p.m.

Motion seconded: Ken

Motion approved unanimously

Next Regular Meeting: Tuesday, September 11, 2018, 6 p.m. Superior Township Hall

Respectfully,

Matthew Maki, Secretary
Planning and Zoning Committee