

# Superior Township Planning and Zoning Committee

Brimley, Michigan 49715

Regular Meeting, September 11, 2018

## **Agenda**

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

**Present:** Ken Belk, Elgon Ellis, George Kinsella, Matthew Maki, Rick Orsborne  
**Not present:** Rick Plunkett

## **Minutes from August 7, 2018**

**Motion to accept:** George

**Motion seconded:** Elgon

**Vote to approve Minutes:** Unanimous

## **Public Comments: Three minutes**

Discussion: none

**Motion to change agenda to move New Business item 1 and address it at this time as John Waisanen is present.** George

**Motion seconded:** Elgon

**Vote to approve motion:** unanimous

**Comments by John Waisanen:** Mr. Waisanen presented his plan to develop by remodeling and updating an existing cottage on a location approved prior to 1970. By utilizing the existing structure "footprint" he proposes adding an additional ½ story height that still would be under the 30 foot height limit.

After discussion and a review of the plans and pictures from the location, the Committee agreed to follow current procedure; that Rick Orsborne, as Zoning Administrator, would compare his on-site observations with documentation provided by Mr. Waisanen. The consensus is the Zoning Administrator is able to resolve this matter at his level unless he recommends further Planning and Zoning Committee involvement.

## **Old Business.**

1. New Zoning Administrator, Rick Orsborne, assumed duties in August.

Rick informed the committee that since August he has visited several locations where Zoning Permit Applications were provided or zoning questions were answered.

Rick requested a modification to the Zoning Permit Application to include the date the Application was issued, and a place for the Zoning Administrator to sign to validate the start of the application process.

The committee recommended Rick obtain two magnetic signs to place on his vehicle doors that would identify him as the Superior Township Zoning Administrator. Additionally, the committee recommended Rick obtain a suitable number of business cards for use in his duties.

Old Business (continued)

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 gathered between the Zoning Administrator and Jimmy Miller.

3. Sullivan Creek property status. No update, still pending.

**New Business.**

1. Motion to approve change in *document title* and contact *person information*

FROM: "Building Permit Application Checklist", contact person Rick Plunkett

TO: "Zoning Permit Application Checklist", contact person Rick Osborne

**Motion to accept changes:** Matt

**Second to motion:** Elgon

**Vote to approve changes:** Unanimous

3. Additional Items.

a. Discussion "looking forward", that having a Zoning Administrator enables the committee to address more "planning" and not exclusively "zoning" issues.

b. Discussion on several potential additions into the Township and their positive benefits.

**Next Regular Meeting:** Tuesday, October 9, 2018, 6 p.m. Superior Township Hall

**Motion to adjourn:** Matt

**Seconded Motion:** Elgon

**Vote to adjourn:** unanimous

Respectfully,

Matthew Maki

Secretary

Planning and Zoning Committee