

VERGENNES TOWNSHIP PLANNING COMMISSION MEETING

September 8, 1998

The meeting was opened at 7:00 by Chairman Gillett. Also present were Howard, Dalga, Pedley, Pfaller and Weber (arrived after Public Hearing).

Public Hearing - Opened at 7:02 - Precise Engineering consideration of proposed 10' X 32' addition to their main building. Public Comment - Walt Vanderwulp, a fellow business owner in the Lincoln Lake Industrial Park, felt it was a good addition to Precise's business.

Public Hearing - Closed at 7:05.

Gillett motion to amend Precise existing Special Exception Use Permit allowing the proposed addition as indicated on the site plan dated 8/18/98. Pedley seconded, and the motion carried.

Approval of the August minutes was made with a motion by Howard, seconded by Pedley.

Site plan review fee schedule

The Courts have struck down the legality of site plan review escrow policies. Supervisor Wilcox was present, and said that the Board will rescind the policy at the October meeting. Therefore a fee schedule to cover these costs is needed. The commissioners discussed the Site Plan review costs and how they can vary depending upon the developer and the particulars of the land (i.e.: elevation, water). This would apply to PUD's, Site Condominium developments and private road developments as well.

It was suggested that a graduated fee schedule be developed based on number of lots & terrain. Howard suggested a check list be used for a preliminary review (with a set fee) to determine the scope of the project, then add up and set the review fee based on the findings. Wilcox informed the commissioners that anything of any size sent to the Township Engineer usually costs a few hundred dollars. For comparison purposes, Valleywood, which has 25 units, cost \$2,500 - \$3000 for engineering fees, and Foreman Farms, which has 20 units, cost \$1,500 - \$2000.

In discussion, the commissioners agreed that a preliminary review would be able to determine costs above the norm and the fee schedule should have costs for these situations, which can be added to the base fee. Examples of this would be developments in the water and sewer districts, and environmental impact issues involving drainage and retention areas (can already be required in a PUD). Jim Hegarty can assist with the amounts of these additional costs. A road approval fee was also suggested for consideration. It was suggested that these costs be run by our attorney and engineer.

The following basic schedule was agreed to:

Application Fee - \$300.00 - Covers the preliminary review of the project, and gives the final review fee. If plans are changed - the process starts over. This fee can go toward the final fee if the process is continued (use this language in schedule).

Development Fee - \$1300.00 for 1-5 units - (\$1000 minimum (\$200 per unit for 1st 5), plus the \$300 Application Fee). Add \$200 per unit thereafter.

Note: If it is determined in the preliminary review that township consultants will not be needed (i.e. an amendment to a Special Exception Use Permit, or other previously approved project) the Development Fee will be reduced to \$300.

This covers engineering reviews by Vergennes Township. Additional requests for review to be covered by requesting party.

Other fees (for extraordinary issues of the property) to be determined before adoption.

Motion by Gillett, seconded by Pfaller, to recommend the Site Plan Review Fee Schedule as described above. Motion carried.

Amendment to the Application for Site Plan Review Form

The new form has been shortened. Weber suggested replacing the word “could” for “will” on page 3, A. and D. Gillett motioned to recommend adoption of the amended application for site plan review with the change as noted by Weber. Pfaller seconded, and the motion carried.

Ordinance Amendments from Attorney Doezema - The commission reviewed the changes line by line. Motion by Gillett to recommend adoption of the amendments, and to hold a Public Hearing at the October 5 Planning Commission meeting. Dalga seconded, and the motion carried.

Wilcox told the commission that at the October 5 meeting, Jay Kilpatrick of Williams and Works, will be present to discuss the effects of child care facilities in residential districts. Also on that agenda will be the review of amendments to the Historical Districts Ordinance, as developed by the Historical Commission.

It was noted that the Road Commission has changed the county road specs and that we reference them in our Private Road Ordinance. Gillett recommended language be developed, and a public hearing on these changes also be held at the October meeting.

Motion to adjourn by Gillett, seconded by Pfaller. Motion carried

Mari Stone, Recorder