



Planning Commission
March 4, 2024, Minutes

The meeting was called to order by Chairman Post at 7:01 p.m. followed by the pledge.

Roll Call – Gillett, Hoffman, Makuski, Herron and Post were all present.

Makuski motioned to approve the agenda, clarifying that Item #1, the O'Dell Private Road was a public hearing. Hoffman supported the motion. All members voted yes; motion carried.

Makuski motioned to approve the minutes from February 5, 2024, as presented. Herron supported the motion. All members voted yes; motion carried.

#1 – O' Dell Private Road - Public Hearing – opened at 7:03 p.m. There were no public comments. Zoning Administrator Carrigan noted that there were inquiries, but no comments had been given in advance. Public Hearing was closed at 7:03 p.m. The Planning Commission discussed changes to the draft resolution.

Makuski motioned to recommend to the township board the approval of the plan submitted for the private road with the exceptions:

- to add a two-phase process of the road, phase 1 cul-de-sac to parcel 3.
- and to also incorporate changes to the resolution (draft resolution is attached to minutes)
 - to allow for phase 1 and 2 on the road, and to allow parcel 3 to build in phase 1 of the road project.
 - Change #2 to a 10-year expiration date on the final approval, extending the deadline from 2030 to 2035.

Gillett supported the motion. All members voted yes; motion carried.

#2 – Master Plan Discussion – the Planning Commission discussed the 2023 review of the master plan. Gillett motioned to approve the 2023 review of the Master Plan. It will need to be reviewed in five years. Hoffman supported the motion. All members voted yes; motion carried.

Adjourn – Makuski motioned to adjourn. Gillett supported the motion. All members voted yes; motion carried; meeting adjourned at 8:01 p.m.

Next meeting is April 1, 2024

TOWNSHIP OF VERGENNES
COUNTY OF KENT, MICHIGAN

At a regular meeting of the Vergennes Township Planning Commission held at the Vergennes Township Hall on Monday, March 4, 2024, 7:00 p.m., the following resolution to recommend the approval of certain land divisions and a private road was offered for adoption by the Planning Commission Member _____, seconded by Member _____.

Background

This resolution is made with respect to the following property with parcel numbers 41-16-20-300-030 and 41-16-20-100-006 (the "Property"): The Applicant applied for land division approval of the Property and which requires a private road. The Applicant does not desire to immediately construct a road. The Applicant and the proposed parcel owners do not presently desire to construct dwellings or other improvements on the Property which may require building permits. The private road area includes a 66 foot easement (the "Easement Area") and will be improved ("Road Improvements") per the Approved Plans. The Easement Area and Road Improvements are sometimes referred to as the "Private Road" or "Odell Lane".

Resolution

The Planning Commission recommends that the Township Board approve the land division and give preliminary approval for the Private Road and, based upon the unusual circumstances of this request, waive certain requirements related to such approvals as set forth below.

1. The plans submitted by the Applicant prepared by _____ and dated _____ are the "Approved Plans".
2. If the Road Improvements are not completed within one year following the Board's preliminary approval, then, and prior to final approval, the Applicant must submit to the Zoning Administrator for approval any changes to the Approved Plans that may be required to satisfy the Township's current requirements for private Road Improvements and such modified plans shall then be the Approved Plans and shall again be effective for one year thereafter. If Road Improvements are not built within one year thereafter, the same process shall be followed each year until the Road Improvements are completed except, however, if the Road Improvements are not completed by January 1, 2030 and/or final approval is not given by June 1, 2030, the preliminary approval shall expire and a new application shall be made to the Township for the Private Road.
3. Parcel 1 shall be serviced either by a driveway within the Easement Area outside or by a driveway outside of the Easement Area; except, however, if Parcel 1 is serviced by a driveway within the Easement Area, no building permits shall be issued for Parcels 2 through 5 or another parcel within the Property until the Road Improvements are constructed and given final approval by the Township Board, *i.e.*, no building permits or any occupancy permits shall be issued for any parcel within the Property other than Parcel 1 until the Road Improvements are built and final approval given.
4. The Applicant shall provide the Township with a title commitment or other evidence showing ownership of the Property and with a "Private Road Agreement" to be executed by the Property owners as set forth in such documentation. The Private Road Agreement shall be in a form approved by the Township Attorney and must be recorded within thirty (30) days after the Township Board grants preliminary approval and prior to any land divisions/deeds/mortgage being recorded affecting the Property. Once recorded, the Property owner(s) shall record quit claim deeds to themselves for each of the parcels in order to create the splits.
5. Except as set forth in the Private Road Agreement, any other special assessment district requirement shall be waived.
6. The Applicant shall not be required to post a bond or escrow any money to complete the Road Improvements as no building or occupancy permits will be issued until the Road Improvements are constructed as set forth above.

7. Except as set forth herein, all parcels and uses of the parcels must comply with applicable Township ordinances, including area and dimensional requirements.

The vote to adopt/approve this Resolution was as follows:

YEAS: _____

NAYS: _____

ABSTAIN/ABSENT: _____

CERTIFICATION

I, Shantell Ford, Clerk for the Township of Vergennes Planning Commission, hereby certify that the above Resolution was adopted at a regular meeting of the Vergennes Planning Commission on March 4, 2024.

Respectfully submitted by

Shantell Ford
Township of Vergennes Planning
Commission Clerk