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**PLANNING COMMISSION REGULAR MEETING MINUTES**  
**Wednesday, September 6, 2023 | 7:00 pm**

**CALL TO ORDER:** The meeting was called to order at 7:00 pm by Chair Rick Adams with the Pledge of Allegiance.

**PLANNING COMMISSIONERS PRESENT:** Chair Rick Adams, Vice-Chair Ulrika Zay, Zoning Board of Appeals Representative Charles Openlander, Beth Ball, Ron Overton, Andrew Powers (arrived 7:10), and Richard Turcotte (arrived 7:05). Absent were Secretary John Wiesner and Joe Davis.

**STAFF PRESENT:** Planning Director Andrea Polverento.

**COMMUNICATIONS RECEIVED:** Polverento reviewed the communications received.

**AGENDA APPROVAL:**

Motion by Openlander, seconded by Ball, to approve the September 6, 2023, regular meeting agenda as presented. Motion carried.

**PUBLIC COMMENT, NON-AGENDA ITEMS:** None.

**APPROVAL OF MINUTES:**

**1. August 2, 2023 Regular Meeting**

Motion by Zay, seconded by Openlander, to approve the regular meeting minutes of August 2, 2023 as amended. Motion carried.

**PUBLIC HEARINGS:** None.

**NEW BUSINESS:**

**1. Case No. 23-04 SPR – Plumbers & Pipefitters Local 333 – 16180 National Parkway**

Polverento described the case, a request for a 7,500 square foot expansion on the north side of their training facility, and parking lot improvements. Polverento explained that the building serves as a training facility for the plumbers and pipefitters union. She detailed the reviewing agencies' comments related to the proposed project, and the general zoning requirements.

Price Dobernick, Business Manager, UA Local 333, and Stephanie Whitney, project engineer, were present to answer questions related to the application.

Overton asked Dobernick about why the expansion was necessary. Dobernick replied that they have been experiencing growth in the field, and needed to expand their training area to provide additional educational and apprenticeship opportunities.

Turcotte asked about the reported data on the SCCMUA Non-Domestic User survey form, and why the water use per day was inconsistent with the high number of fixtures. Dobernick explained that the facility trains plumbers, pipefitters, HVAC technicians, so their facility has a number of working sinks, toilets, drains, and similar fixtures for training purposes. The water use per day generally only pertains to the on-site staff of five employees and use by trainees.

Motion by Overton, seconded by Openlander, to waive the reading of and to concur with the Planning Director's recommended comments regarding the site plan review specific requirements, Sec. 28-6.1.B.4 for Case No. 23-04 SPR, as provided in the staff report. Motion carried.

Motion by Zay, seconded by Openlander, that the Planning Commission approve Case 23-04 SPR for Plumbers and Pipefitters Local 333, for final site plan review for approximately 7,500 square feet of new construction and parking lot improvements at 16180 National Parkway in Section 35 of Watertown Charter Township, provided that conformance to conditions 1-11, as noted below, are achieved to the satisfaction of the Township Zoning Administrator as being in accordance with the requirements of the Watertown Charter Township Zoning Ordinance.

**Conditions of Final Site Plan Approval:**

1. The applicant shall comply with requirements of the Clinton County Drain Commissioner.
2. A Soil Erosion and Sedimentation Control Permit shall be obtained from the Clinton County Building Department, and applicant shall comply with the requirements of the Soil Erosion Administrator.
3. Outdoor lighting shall comply with Section 28-5.18 of the Watertown Charter Township Zoning Ordinance.
4. Fencing shall comply with Section 28-5.9 of the Watertown Charter Township Zoning Ordinance, any new locked gates shall have a lock approved by the Looking Glass Regional Fire Authority.
5. The applicant shall comply with the requirements of the township's Building Official, and submit sealed plans for all construction, and obtain any necessary trade permits.
6. Applicant shall submit FAA Form 7460.
7. The applicant shall comply with the requirements of the Southern Clinton County Municipal Utilities Authority.
8. The applicant shall comply with the requirements of the Lansing Board of Water and Light.
9. Any repaving areas within the road right-of-way shall require permits from the Clinton County Road Commission.
10. New signage, if applicable, shall require sign permits from the Township.
11. Applicant shall comply with all applicable State, Federal and Township laws.

Motion carried.

**UNFINISHED BUSINESS:**

**1. Master Plan Update**

Polverento noted two remaining items for correction by Giffels Webster. Turcotte requested that Giffels Webster use an alternative north arrow on the maps.

Motion by Turcotte, seconded by Powers, to distribute the draft master plan, pending receipt of remaining minor corrections, to neighboring jurisdictions and local utilities for the mandatory 63-day review period in accordance with state law, and to authorize the Planning Director to sign the distribution letters on behalf of the Planning Commission Secretary. Motion carried.

## 2. Capital Improvements Plan Annual Review

Polverento reviewed two submitted projects for the annual Capital Improvements Plan review, pickleball courts and a replacement ambulance.

The Planning Commission discussed these proposed projects, and asked Polverento to provide additional information regarding pickleball, noise related to the sport, nationwide lawsuits related to noise, and to propose ways to survey the community regarding parks and recreation improvement preferences. The Commission also discussed potential alternative locations for a pickleball court. Polverento will provide additional information at the next meeting.

Zay proposed adding an Electric Vehicle (EV) charging unit to the Capital Improvements Plan. This could be located at the township hall, in one of the township's parks, or another suitable location. The Commission agreed this was an appropriate addition to the CIP. Polverento will draft a project description on this and present it at the next meeting for review.

Zay also proposed a community pool for a capital project. The Commission expressed concern about both up-front and long-term costs related to such an investment. Zay indicated she would consider drafting a project description with additional information regarding this project.

No action taken.

### COMMITTEE AND STAFF REPORTS:

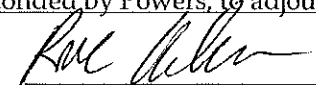
1. Executive Committee Report – None.
2. Ordinance Review Committee Report – None.
3. Site Plan Review Committee Report – None.
4. Board of Trustees Report – Overton provided the Board of Trustees report.
5. Zoning Board of Appeals Report – None.
6. Capital Improvements Committee Report – None.
7. Staff Reports: Assistant & Director's Reports – Polverento provided the staff reports.

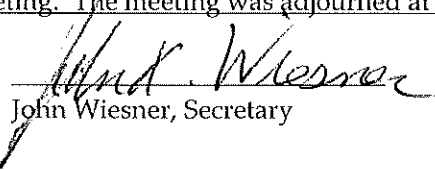
COMMENTS AND QUESTIONS FROM AUDIENCE, STAFF, AND COMMISSIONERS: None.

### ADJOURNMENT:

Motion by Turcotte, seconded by Powers, to adjourn the meeting. The meeting was adjourned at 8:40pm.

Date approved: 11/1/23

  
Rick Adams, Chair

  
John Wiesner, Secretary