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PLANNING COMMISSION REGULAR MEETING MINUTES
Wednesday, November 1, 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, Secretary John Wiesner, Zoning Board of Appeals Representative Charles Openlander, Beth Ball, Andrew Powers (arrived 7:10), and Richard Turcotte (arrived 7:05). Absent were Joe Davis and Ron Overton.

STAFF PRESENT: Planning Director Andrea Polverento.

COMMUNICATIONS RECEIVED: Polverento reviewed the communications received.

AGENDA APPROVAL:

Motion by Zay, seconded by Turcotte, to approve the November 1, 2023, regular meeting agenda as presented. Motion carried.

PUBLIC COMMENT, NON-AGENDA ITEMS: None.

APPROVAL OF MINUTES:

1. September 6, 2023 Regular Meeting

Turcotte requested a minor revision of his comments regarding the orientation arrow on the master plan maps.

Motion by Powers, seconded by Openlander, to approve the regular meeting minutes of September 6, 2023, as amended. Motion carried.

PUBLIC HEARINGS: None.

NEW BUSINESS:

1. 2024 Meeting Dates

The Planning Commission discussed the proposed 2024 meeting dates. The Commissioners preferred to move the January and July meeting dates back one week to accommodate the New Year's and Independence Day holidays. Staff will prepare a resolution for adoption with the preferred dates at the December regular meeting.

No action taken.

UNFINISHED BUSINESS:

1. Master Plan Update

Polverento noted that the 63-day review period had begun on Sept. 18. A written request was received from Mr. K Enterprises (Royal Scot) to consider a change to the Future Land Use Map designation for their north nine holes, on the north side of State Road.

Amy Densteadt and Joanie Kilchermann were present at the meeting representing Royal Scot.

Motion by Turcotte, seconded by Ball, to refer the request made by Royal Scot to amend the Future Land Use Map to the master plan committee for review and recommendation. Motion carried.

2. Capital Improvements Plan Annual Review

Motion by Zay, seconded by Ball, that the Planning Commission adopts the amendments to the approved capital improvement projects dated October 10, 2023, as presented. Motion carried.

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 – Polverento 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 Openlander, seconded by Turcotte, to adjourn the meeting. The meeting was adjourned at 8:05pm.

Date approved: 12/6/23

Rick Adams, Chair

John Wiesner, Secretary