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**PLANNING COMMISSION REGULAR MEETING MINUTES**  
**Wednesday, August 3, 2022 | 7:00 pm**

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

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

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

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

**AGENDA APPROVAL:**

Motion by Openlander, seconded by Zay, to approve the August 3, 2022, regular meeting agenda as presented. Motion carried.

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

**APPROVAL OF MINUTES:**

**1. July 6, 2022 Regular Meeting**

Motion by Overton, seconded by Openlander, to approve the regular meeting minutes of July 6, 2022, as presented. Motion carried.

**PUBLIC HEARINGS:** None.

**UNFINISHED BUSINESS:**

**1. Master Plan Update**

Polverento presented the proposed updates from Giffels Webster to the goals and action strategies for the master plan. The Commissioners discussed the action strategies in detail and suggested additions and revisions for staff to share with the consultant prior to completing a full review of the master plan update at a future meeting.

No action taken.

**NEW BUSINESS:**

**1. Case No. 22-07 PPLT – Lakeside Preserve Preliminary Plat Extension**

Motion by Zay, seconded by Wiesner, that the Watertown Township Planning Commission recommend to

the Board of Trustees the approval of a two-year extension to the Preliminary Plat approval, Case No. 18-09 PPLT, for Lakeside Preserve, LLC, to expire August 1, 2024. Motion carried.

## **2. 2023 Planning & Zoning Department Budget**

Motion by Wiesner, seconded by Openlander, to accept and concur with the 2023 Planning & Zoning Department budget as recommended by the Planning Director. Motion carried.

## **3. Capital Improvements Plan Annual Review**

To coincide with the annual budgeting process, Polverento will be distributing the capital project proposal forms to department heads and township board members in the next few days. This item will be placed on the Planning Commission's next agenda for action.

No action taken.

## **4. P.A. 106 of 2022 – Family and Group Day Care Homes**

Polverento explained that in June, the Governor signed legislation to improve access to childcare, which increases the number of children who can be cared for in family and group day care homes. The Township's Zoning Ordinance defines family and group day care homes by the number of children being cared for, and will likely need to be amended to reflect these changes.

Motion by Wiesner, seconded by Zay, to refer the issue of family and group day care homes to the Ordinance Review Committee for review and recommendation. Motion carried.

## **5. Minor Revisions to Case No. 22-02 SPR – Franchino Mold**

Polverento presented a minor change to the approved site plan for Franchino Mold's expansion at 5599 W. Grand River Avenue. When the plans were presented for site plan review, a new connection to the sanitary sewer main was not anticipated, but is now necessary. Polverento sought review from the township engineer and SCCMUA, who approved the proposed changes. A condition of approval requiring compliance with SCCMUA requirements was included with the original approval, no additional action was necessary.

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 Openlander, seconded by Zay, to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:27pm.

Date approved: 10/5/22

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Rick Adams, Vice-Chair

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John Wiesner, Secretary