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PLANNING COMMISSION REGULAR MEETING MINUTES
Wednesday, February 9, 2022 | 7:00 pm

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

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

STAFF PRESENT: Planning Director Andrea Polverento.

COMMUNICATIONS RECEIVED: Polverento outlined the communications received.

AGENDA APPROVAL:

Motion by Openlander, seconded by Adams, to approve the February 9, 2022, regular meeting agenda as presented. Motion carried.

PUBLIC COMMENT, NON-AGENDA ITEMS:

Openlander commented on a Lansing State Journal article regarding the stoppage of a tiny home community.

APPROVAL OF MINUTES:

1. December 1, 2021 Regular Meeting

Motion by Powers, seconded by Ball, to approve the regular meeting minutes of December 1, 2021, as presented. Motion carried.

2. January 26, 2022 Special Meeting

Motion by Wiesner, seconded by Powers, to approve the special meeting minutes of January 26, 2022, as presented. Motion carried.

PUBLIC HEARING: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Case No. 22-01 SPR – Triton Industries, Inc. – 16020 Lowell Road

Polverento described the case, the applicant is in the process of purchasing 4.48 acres from the property

immediately to the south of their existing manufacturing facility on the west side of Lowell Road, in order to expand. The current building is approximately 150,000 square feet, the proposed addition is approximately 15,000 square feet. This expansion will require the relocation of watermain, sanitary sewer and storm sewer facilities, but there are no new connections proposed to water or sewer. The applicant is also seeking to install new racking infrastructure within their storage yard on the east side of Lowell Road to increase their capacity. Polverento described the review process, and went over the responses from the local agency representatives regarding the project. She directed the Planning Commissioner's attention to a letter received from the Clinton County Drain Commissioner regarding an update to their initial response that had been provided on the table. Turcotte inquired if the letter from the Drain Commissioner addressed the issues which had been under review in the materials provided in the packet. Polverento responded that it did.

Bill Nuremburg of Triton Industries was present in person, and Matthew Carey of Pinnacle Engineering, and Jeff Connelly of Strang Architects were present via zoom to answer the questions of the Planning Commission.

Carey provided an update on the EGLE permitting expectations.

Motion by Powers, seconded by Wiesner, 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. 22-01 SPR, as provided in the staff report. Motion carried.

Motion by Powers, seconded by Openlander, that the Planning Commission approve Case No. 22-01 SPR for Triton Industries, Inc., for final site plan review for construction of an addition to their manufacturing facility at 16020 Lowell Road, and modifications to their storage yard at 16085 Lowell Road, in Sections 34 and 35 of Watertown Charter Township, provided that conformance to conditions 1-12, 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 Clinton County Drain Commissioner and submit written approval prior to issuance of a final certificate of occupancy.
2. The application shall comply with the requirements of the Soil Erosion and Sedimentation Control Permit as issued.
3. The applicant shall comply with the requirements of the Southern Clinton County Municipal Utilities Authority.
4. The applicant shall comply with the requirements of the Lansing Board of Water and Light.
5. The applicant shall comply with any requirements of the Looking Glass Regional Fire Authority/Delta Township Fire Department.
6. The applicant shall obtain all required permits under Part 301, Inland Lakes and Streams, and Part 303, Wetlands Protection, of the NREPA, 1994 PA 451, as amended, and all required permits for the relocation of the public watermain, and comply with any and all requirements of the Michigan Department of Environment, Great Lakes and Energy, as applicable.
7. The applicant shall obtain building and trades permits from Watertown Charter Township and comply with the requirements of the Michigan Building Codes to the satisfaction of the Township Building Official.

8. The applicant shall implement the proposed landscaping plan to the satisfaction of the zoning administrator.
9. Outdoor lighting shall comply with Section 28-5.18 of the Watertown Charter Township Zoning Ordinance.
10. The applicant shall inform the township of any change in workforce which impacts the required number of parking spaces.
11. Any new signage shall meet the requirements of the township's sign ordinance and permits shall be obtained.
12. Applicant must comply with all applicable State, Federal and Township laws.

Motion carried.

2. 2021 Annual Report of the Planning Commission

Motion by Adams, seconded by Ball, to accept the 2021 Annual Report of the Planning Commission as presented and to forward the document to the Board of Trustees for further action. Motion carried.

3. Master Plan Open House Recap

Polverento distributed a draft of the feedback which was received from the master plan open house, both in person and online. She reviewed comments received regarding the Future Land Use Map and will provide an updated proposal at the next meeting.

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 – 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 Davis, seconded by Openlander, to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:25pm.

Date approved: 3/2/22

Joe Davis, Chair

John Wiesner, Secretary