



## **Schoolcraft Township Planning Commission Meeting**

**March 4, 2024**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes
  - a. Regular meeting of January 8, 2024
6. Public comment \*
7. New business
  - a. Public Hearing-Zoning Text Amendment
  - b. Election of officers
  - c. 2024-2025 Meeting Dates
  - d. Master Plan Update
8. Old business
9. Report from Township Board
10. Report from Zoning Board of Appeals
11. Adjournment

*\* Public comment limited to 3 minutes*

## Schoolcraft Township Planning Commission

Meeting Minutes for: Monday, January 8, 2023

### Commissioners:

Name	Present	Absent
Barry Visel (Chairman)	x	
David Aubry (Vice Chairman)	x	
Rich Bailey	x	
Eric Jasiak	x	
Tamra Stafford (Ex Officio)	x	
Jim Jastifer	x	
Nathan Miersma	x	

### Also present:

Name	Description
Don Ulsh	Township Supervisor
Brian Pittelko	W.E. Upjohn Institute Representative
Christine Hamilton	Zoning Administrator

**Call to order:** Commissioner Visel opened the meeting at 6:03 pm.

### Approval of agenda:

Chairman Visel suggested re-ordering the agenda to discuss the site plan first, followed by the remainder of the agenda items; Commissioner Jasiak motioned to approve, supported Commissioner Stafford.

Motion carried 7-0.

### **Approval of previous meeting minutes**

Chairman Visel motioned to approve the meeting minutes from December 4, 2023. The motion was supported by Commissioner Stafford. Motion carried 7-0.

### **Public comments / citizen time:**

None

### **New business:**

1. Site Plan – Vicksburg Storage LLC
  - a. Commissioner Aubry motioned to approve the request contingent on lighting conforming to zoning ordinance, supported by Commissioner Miersma
  - b. Motion carried 7-0
  
2. Master Plan Update
  - a. The Current Land Use map (on page 22) appears to be partially updated, but requires additional updates to reflect accurate zoning
  - b. Southern Line now leased by Grand Elk Railroad
  - c. Several typographical errors were noted on page 39 under key takeaways, which need to be corrected
  - d. Chairman Visel suggested that an additional goal of reducing non-conforming use and split-zoned properties be incorporated
  - e. Commissioner Aubry suggested that the draft 2024 Master Plan be added to the agenda for the upcoming Township Board meeting on January 9, 2024, to request from the Township Board authorization to distribute the Plan. This was seconded by Commissioner Jastifer. Motion carried 7-0.
  
3. Fence definition
  - a. A proposed definition of a fence was reviewed and discussed.
  - b. Commissioner Bailey motioned to amend the ordinance to include a definition of a fence and to amend Article 22 Section 22.1.5C to include the definition of fence. The motion was seconded by Commissioner Jastifer.
  - c. Motion passed 7-0.

**Old business:**

1. None

**Report from the Township Board:**

Commissioner Stafford provided a summary report of the township board activities:

- The Board reviewed the proposed budget for the fire authority
- A township budget workshop is scheduled for January 9, 2024 at 12:00pm

**Report from the Zoning Board of Appeals:**

1. None

**Meeting adjourned** at 7:00pm by Chairman Visel.

**Insert to Definitions:**

**Article 2 Rules of Text Interpretation Definition of Terms**

**Fence:** means a structure within the required setback that serves as an enclosure or screening and shall be made of traditional material/s made for fencing and typically sold through retail outlets.

**Add to Article 22 Section 22.1.5C**

Non-retaining walls and privacy-type fencing (see definition of fence) and other substantially solid fences.....

add new parenthetical.

**TOWNSHIP OF SCHOOLCRAFT  
PLANNING COMMISSION**

**NOTICE OF PUBLIC HEARING**

**Date: March 4, 2024**

**Time: 6:00 p.m.**

**AT TOWNSHIP HALL**

**Address: 50 East VW Avenue, Vicksburg, MI 49097**

**TAKE NOTICE** that the Planning Commission for Schoolcraft Township, Kalamazoo County, Michigan will hold a public hearing on March 4, 2024, at 6:00 p.m., at the Township Hall at 50 East VW Avenue, Vicksburg, MI 49097. The purpose of the public hearing will be to consider an amendment to the Township Zoning Ordinance to add a definition for “fence” and to consider any other Planning Commission business that may come before the Planning Commission.

A copy of the proposed ordinance may be obtained at Township Hall during regular business hours, and the Township may charge a reasonable fee for copies.

This notice is posted in compliance with the Open Meetings Act and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services who are planning to attend the meeting should notify the Township Clerk, Virginia Mongreig, at (269) 649-1276 within a reasonable time in advance of the meeting.



**SCHOOLCRAFT TOWNSHIP PLANNING COMMISSION  
RESOLUTION OF THE REGULAR MEETING DATES FOR THE  
2023-2024 FISCAL YEAR**

Whereas, pursuant to *MCL 125.3821 (1)*, the Schoolcraft Township Planning Commission is required to hold not less than four regular meetings each year, and by resolution determine the time and place of such regular meetings:

Now, therefore, the Schoolcraft Township Planning Commission hereby establishes by this Resolution the following schedule of regular meetings for the 2024-2025 fiscal year, with each such meeting to be held at the Schoolcraft Township Hall, unless the time and/or place of a meeting is changed in accordance with applicable law.

April 1, 2024 – 6:00 p.m.	October 7, 2024 – 6:00 p.m.
May 6, 2024 – 6:00 p.m.	November 4, 2024 – 6:00 p.m.
June 3, 2024 – 6:00 p.m.	December 2, 2024 – 6:00 p.m.
July 1, 2024 – 6:00 p.m.	January 6, 2025 – 6:00 p.m.
August 5, 2024 – 6:00 p.m.	February 3, 2025 – 6:00 p.m.
September 9, 2024 – 6:00 p.m.* <sup>2nd</sup> Monday due to holiday	March 3, 2025 – 6:00 p.m.

The Planning Commission also hereby resolves to authorize its chairperson to cancel one or more of such regular meetings, and give reasonable notice of any such cancellation to the members of the Planning Commission and the general public, upon determining there is no known business to come before the Planning Commission at the meeting; provided that the Planning Commission shall comply with the statutory requirement to hold not less than four regular meetings each year, which is herein interpreted to apply on a fiscal year basis.

**CERTIFICATE**

I hereby certify that the foregoing resolution was adopted at a regular meeting of the Schoolcraft Township Planning Commission held at the Township Hall on March 4, 2024; that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act of Michigan; that a quorum of the Planning Commission was present and voted in favor of the Resolution; and that minutes of the meeting were kept and will be or have been made available as required by the Open Meeting Act.

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Nathan Miersma, Secretary  
Schoolcraft Township Planning Commission

**ALL MEETINGS HELD AT THE SCHOOLCRAFT TOWNSHIP HALL  
50 EAST VW AVENUE  
VICKSBURG, MI 49097  
269-649-1276**

Schoolcraft Township will provide necessary reasonable auxiliary aids and services at the meetings/hearings to individuals with disabilities, such as signers for the hearing impaired and audiotapes of printed materials being considered, upon reasonable notice to the Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Schoolcraft Township Clerk by writing or calling.