

Emmett Township Planning Commission
Meeting Minutes
January 16, 2023

Meeting called to order at 7:10pm

Roll Call: Powers, Mueller, Bowen, Reliford, present, Roose absent

Motion to approve minutes of December 19, 2022 made by Reliford, seconded by Powers

Guests: None

Meeting Minutes:

- Discussed the list of changes being made in the Master Plan to show at public hearing and to the county.
- Discussed reviewing the steps of who to send copies of the updated Master Plan

There were no matters pertaining to the General Public

There was no correspondence

Motion to adjourn made at 8.45 pm by Reliford, seconded by Powers

Respectfully Submitted by Secretary,


Joan Bowen

*Motion made by Reliford to accept minutes,
seconded by Powers.*

Emmett Township Planning Commission
Meeting Minutes
February 20, 2023

Meeting called to order at 7:10pm

Roll Call: Powers, Mueller, Bowen, Reliford, Roose present

Motion to approve minutes of January 16, 2023 made by Reliford, seconded by Powers

Guests: None

Meeting Minutes:

Corrections made to Master Plan October and November 2022:

	Page #	Section	Description of Change
1.)	Cover Page		Bottom left, updated revision year to 2023
2.)	Acknowledgement Page		Updated listing of board and planning members
3.)	1	Planning History	Deleted 2nd sentence of first paragraph
4.)	5	Emmett Village	Revised 4th sentence to state Old State Hwy 21
5.)	19	Commercial Land Use	Updated restaurant business and deleted old info.
6.)	59	Goals	Revised to "seven" goals in first sentence
7.)	69	Commercial Development	Update to Old State Hwy 21 in paragraph 3
8.)	81		Corrected Maps listing

Resolution to approve 5 year Master Plan update. Roll call vote: Reliford yes, Roose yes, Powers yes, Mueller yes, Bowen yes. All in favor.

New Business:

Clerk Brown called Chairman Mueller re: dog kennel business on Dunnigan Rd. It's a non-conforming piece of property. Scott spoke to the County Animal Control and was told they were going to issue the property owner a Kennel License after discussion with Chairman Mueller and the non-conforming property.

Commercial Land Use, Section 9.02. PLC Toolbox meets the requirements to build an addition. Owners will be requested to bring a site plan for the commission to review.

No Correspondence

Motion to adjourn made at 8:55pm by Reliford, seconded by Powers

Respectfully Submitted by Secretary,


Joan Bowen

Motion made by Roose to accept as presented - seconded by Powers

Emmett Township Planning Commission
March 20, 2023 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:05pm

Roll Call: Reliford, Roose, Powers, Mueller, Bowen present

Motion to approve February 20, 2023 minutes made by Roose, seconded by Powers

Minutes:

- Mueller spoke to David Strunk with the county regarding our Master Plan correction. He stated the updates we made are sufficient for our Master Plan update. Once we update the tables we will work through the amendment process.
- Discussed PLC Toolbox engineered drawing for new building addition. Commission agreed they meet the ordinance for commercial property.
- Metropolitan Planning is preparing to start up their training courses/meetings. Commission is looking up classes through MSU Extension, and looking at some zoom meetings.

No correspondence

Motion to adjourn at 8:45pm made by Roose, seconded by Reliford

Respectfully Submitted,



Joanie Bowen
Planning Commission Secretary

Motion to approve made by Reliford, seconded by Roose

Emmett Township Planning Commission
April 17, 2023 Meeting Minutes

Meeting called to order by Chairman Mueller at 7:05pm

Roll Call: Reliford, Roose, Mueller, Bowen present; Powers absent

Motion to approve April 17, 2023 minutes made by Reliford, seconded by Roose

Minutes:

- The new Atwell Rd property owners came with a drawing showing the layout of the property and the plan on keeping two horses. Commission reviewed the drawing, discussed setbacks from neighboring properties, and agreed the horses could be kept on their property. **Motion to approve the request to keep two horses on the property made by Roose, seconded by Reliford.**
- Chairman Mueller discussed a new owner of property in the township with an existing barn on the site but no house on the property. He talked to the new owner and asked for a site plan as to where they want to build a house, possibly having to move the barn because the property is low.

No correspondence

Motion to adjourn at 8:24pm made by Reliford, seconded by Roose

Respectfully Submitted,



Joanie Bowen
Planning Commission Secretary

Motion to approve made by Roose, seconded by Powers

Emmett Township Planning Commission
Meeting Minutes
May 15, 2023

Meeting called to order at 7:10pm

Roll Call: Powers, Mueller, Bowen, Reliford, Roose present

Motion to approve minutes of April 17, 2023 made by Roose, seconded by Powers

Guests: None

Meeting Minutes:

- Discussed placement of dumpster & enclosure at PLC Toolbox. Commission is satisfied with location.
- Discussed property on M-19 where old house is being torn down and a pre-manufactured home being put on the property. There's an outbuilding on property that's currently in line with old house. New house would be built behind outbuilding.
Commission worded a Letter of Recommendation for the boards consideration to approve the allowance of the new home to be erected behind the existing outbuilding
- Discussion was held of getting local youth groups involved in improvements at the township park.
Commission supports member Carrie Roose to apply for funds through the DNR to pay for improvements to the township park. Improvement ideas are a new playscape, pavilion, and trails. Carrie is going to research.

Correspondence: Spring workshop information

Motion to adjourn made at 9:33pm by Reliford, seconded by Powers

Respectfully Submitted by Secretary,


Joan Bowen

Motion to approve made by Roose, seconded by Reliford

Emmett Township Planning Commission
Meeting Minutes
June 19, 2023

Meeting called to order by Chairman Mueller at 7:10pm

Roll Call: Reliford, Roose, Mueller, Bowen present. Powers absent

Motion to approve minutes of May 15, 2023 made by Roose, seconded by Reliford

Minutes:

- Discussed Board's approval of Letter of Recommendation
- Discussed Carrie Roose's research on getting quotes for improvement at the park to submit with the application for funding from the DNR Grant program.
- Discussed improvement ideas: new sign, gazebo, playscape, trails, park planner/designer.
- Discussed posting a notice on township website and/or county website for kids' clubs to earn Merit Badges by working different projects at the township park.
- Need to change the ordinance for barns and placement on property.

Correspondence:

- St. Clair Co. Master Plan update notice received.
- St. Clair Co. Metro Planning rescinded Master Plan draft. Can review draft on website.

Motion to adjourn made by Reliford at 8:53pm, seconded by Roose

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

Monday July 17 2023

MINUTES

Emmett Jwp. Planning Commission

1. ROLL CALL

Mueller, Reliford, Powers present.

Bowen, Roose absent

Min approved Reliford 2nd by Powers

- i. Scott called SCC parks left message
- ii. Talked to Boys Scouts of America Crystal Warner 810-841-5568. She said Boy Scouts would love to come out for Community Service or Badges

2. OLD BUSINESS

MICHAEL HULL

REVIEWED SITE PLAN AND HAS CHANGED HIS MIND ON WHAT HE IS GONNA DO. HIS PLAN WILL NOT WORK.

RELIFORD MADE TO ADJOURN SECONDED BY POWERS AT 8:40PM

RESPECTFULLY SUBMITTED BY ACTING SECRETARY,

PATRICK POWERS

8-21-23:

Motion to approve minutes made by Roose, seconded by Reliford

Emmett Township Planning Commission
Meeting Minutes
August 21, 2023

Meeting called to order by Chairman Mueller at 7:35pm

Roll Call: Reliford, Roose, Mueller, Bowen Powers present

Motion to approve minutes of July 17, 2023 made by Roose, seconded by Reliford

Minutes:

- Discussed ideas on finding a park planner and getting a grant to pay for improvements at the township park. The township property will get surveyed.
- Discussion re: updating ordinance for barn placement on property.
- Reminder to look up census numbers for Master Plan update.
- Discussed the option of zoom meetings with Metropolitan Planning

Correspondence:

- Playground grant informational card
- Planning Seminar notice

Motion to adjourn made by Reliford at 9:15pm, seconded by Roose

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary



*Motion made to approve as presented by Powers,
seconded by Reliford*

Emmett Township Planning Commission
Meeting Minutes
September 18, 2023

Meeting called to order by Chairman Mueller at 7:00pm

Roll Call: Reliford, Powers, Mueller, Bowen present, Roose absent

Motion to approve minutes of August 21, 2023 made by Powers, seconded by Reliford

Minutes:

- Discussed community parks and recreation plans of other communities the Metropolitan Planning sent Chairman Mueller. Components needed by the township, and a required planning process, shared by them. Discussion on how we'll start our process.
- Got copy of Riley Twp's Parks & Rec Master Plan. Consider scheduling Parks & Rec Planning Workshops to invite the public to participate in the planning.
- Look up Mussey Twp ordinance on placement of barns and outbuildings in front of homes, to get ideas on how we want to update our ordinance for outbuilding placement on property.
- Discussed census data gathered, and additional information to research.

Correspondence:

- American Planning Association Workshop Notice

Motion to adjourn made by Powers at 9:25pm, seconded by Reliford

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

Joanie Bowen

*Motion made to approve by: Powers
Seconded by: Reliford*

Emmett Township Planning Commission
Meeting Minutes
~~September 18, 2023~~
October 16, 2023

Meeting called to order by Chairman Mueller at 7:05pm

Roll Call: Reliford, Powers, Mueller, Bowen present, Roose absent

Motion to approve minutes of September 18, 2023 made by Reliford, seconded by Powers

Minutes:

- Discussion on wording ideas for property zoning ordinance, and placement of outbuildings.
Example: "Any outbuilding wanting to be built in front of the home will need approval from the Planning Commission to meet requirements of township offsets and screening."
- Continue gathering census data

Correspondence:

- Fall Workshop invite

Motion to adjourn made by Reliford at 7:58pm, seconded by Powers

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

Joanie Bowen

*Motion made to accept minutes made by: Powers
(with correction of date of mtg) Seconded by: Roose*

Emmett Township Planning Commission
Meeting Minutes
November 20, 2023

Meeting called to order by Chairman Mueller at 8:05pm

Roll Call: Reliford, Powers, Mueller, Roose, Bowen present

Motion to approve minutes as corrected of October 17, 2023 made by Powers, seconded by Roose

Minutes:

- Continued discussion re: park ideas presented by the Emmett Farrell Elementary students and Scout Troop # 132.
- Discussed looking for grants from Home Depot and Lowe's
- Discussed getting donations
- Discussed holding a Farmers Market
- Discussed ideas on gathering tools that will be needed and ideas on maintenance of park
- Discussed creating a Park Master Plan. Use Riley Twp's plan as a template
- Copy of Park Master Plan will need to go to DNR for grant consideration
- Scout Shane will work on the Township sign, bathroom sign, maybe build bat houses and benches for his Eagle Scout project
- Need to add township and county census info to Township Master Plan

Correspondence:

- None

Motion to adjourn made by Reliford at 9:48pm, seconded by Roose

Respectfully Submitted By,

Joanie Bowen

Joanie Bowen
Planning Commission Secretary

*Motion to accept minutes made by Reliford,
seconded by Bowen*

Emmett Township Planning Commission
Meeting Minutes
December 18, 2023

Meeting called to order by Chairman Mueller at 8:25pm

Roll Call: Reliford, Mueller, Bowen present; Roose, Powers absent

Motion to approve minutes of November 20, 2023 made by Reliford, seconded by Bowen

Minutes:

- It was decided that a case by case approval process would be used by the planning commission for placement of barns on properties
- Further discussion on the park committee meeting with ideas and status of Park Master Plan

Correspondence:

- There is a renewable energy update from the board. Planning will look at our existing ordinance and compare

Motion to adjourn made by Reliford at 9:38pm, seconded by Bowen

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary