

# Portland Township Planning Commission Minutes

## Wednesday, September 6, 2023

Ross Schneider called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

Roll was taken by Sue Vanlente:

Present: Marcy Lay, Andrew Huhn, Tony Dixon, Evelyn Walkington-Jensen, Ross Schneider, and Sue Vanlente  
Excused absence: Mike Kolp

### PUBLIC HEARING:

The public hearing was called to order at 7:01 p.m.

#### **Childcare Group Home Parking Requirements** (Article 15 (Special Land Use) section 3.15.06 (k) Group Home)

There were no responses to the publication of the proposed text amendments. There were no public comments at this time. Motion by Tony Dixon, seconded by Marcy Lay to send the item to the Township Board for their approval. All were in favor. The amendment reads as follows:

*An off-street drop-off area is to be provided with the capability to accommodate at least two vehicles in addition to the parking normally required for the dwelling. A driveway may be used for this purpose.*

*On roads that are heavily travelled or where sight is blocked by vegetation, hills, or curves, the Planning Commission may also require a turnaround, which permits vehicles to exit the property without backing into the street .*

Also, this additional sentence will be added to the lot size requirement:

*The Planning Commission may approve, at their discretion, less of a required area in the applicable district*

The public hearing was closed at 7:04 p.m.

### OLD BUSINESS:

#### **U of M Recommendations on existing solar ordinance**

Tabled. There is proposed legislation at the state capitol which could remove wind and solar from local entities. We will wait to see what happens with that, before we make any changes to our ordinance.

### NEW BUSINESS:

#### **Randy and Michelle Hodge Special Use Permit for Home Based Business**

The Hodges are converting part of their historic home into suites that will be rented out on a nightly basis. Motion by Marcy Lay, seconded by Tony Dixon to approve the site plan contingent on Nic approving the parking, exterior lighting, and waiving a green belt requirement. A public hearing will be held at the regular Planning Commission meeting on December 6. All were in favor.

#### **Adding Short Term Rental to Our Zoning Ordinance**

Our Zoning Ordinance does not address short term rentals. Nic will look for ordinances in neighboring communities for the PC to look over and consider.

#### **Reappointments**

Motion by Marcy Lay, seconded by Evelyn Walkington-Jensen to recommend to the Township Board that Andy Huhn be reappointed for another three-year term. All were in favor.

Motion by Evelyn Walkington-Jensen, seconded by Marcy Lay to recommend to the Township Board that Tony Dixon be reappointed for another three-year term. All were in favor.

#### **Emailing meeting packets instead of mailing**

Going forward, Nic will email meeting packets. All were in favor.

**Meeting Dates for 2024**

2024 PC meetings will continue to be held on the first Wednesday of March, June, September, and December. Motion by Evelyn Walkington-Jensen, seconded by Andrew Huhn to set meetings dates of March 6, June 5, September 4, and December 4, at 7:00 p.m. All were in favor.

**No public comments or additional PC comments.**

**Next meeting will be on December 6, 2023 at 7:00 p.m.**

**Motion to adjourn was made by Marcy Lay, seconded by Andrew Huhn. All were in favor. The meeting was adjourned at 7:30 p.m.**