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PLANNING COMMISSION REGULAR MEETING MINUTES
Wednesday, August 5, 2020 | 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, Beth Ball, Ron Overton, Andy Powers. Absent were Chair Joe Davis, Jessie Stipcak and Dan Zay.

STAFF PRESENT: Planning Director Andrea Polverento.

COMMUNICATIONS RECEIVED: Polverento outlined the communications received.

AGENDA APPROVAL:

Polverento requested that New Business item No. 5, Reschedule November 2020 Regular Meeting Date, and New Business item No. 6, 16130 Grove Road Proposed Building Addition be added to the agenda.

Motion by Openlander, seconded by Overton, to approve the August 5, 2020, regular meeting agenda as amended. Motion carried.

PUBLIC COMMENT, NON-AGENDA ITEMS: None.

APPROVAL OF MINUTES:

1. May 6, 2020 Regular Meeting (Electronic Meeting)

Motion by Powers, seconded by Overton, to approve the regular meeting minutes of May 6, 2020, as presented. Motion carried.

PUBLIC HEARING: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Case No. 20-04 SPR – Enprotech Addition – 16740/16800 Industrial Parkway

Polverento described the case, a request for an addition to the main building, located on the east side of the property. The proposed expansion is 32,886 square feet of new construction on the east side of the main building, and 10,708 square feet of new construction on the west side of the main building. Some demolition of existing facilities on the east side will also be necessary to accommodate the new construction.

Representatives from Enprotech Industrial Technologies, Moores + Bruggink Inc., the applicant's engineering firm, and Wolverine Building Group, the applicant's contractor, were present at the meeting to answer questions.

Motion by Overton, seconded by Wiesner, to waive the reading of and to concur with the Planning Director's recommended comments regrading site plan review specific requirements, Sec. 28-6.1.B.4, for Case No. 20-04 SPR, as provided in the staff report. Motion carried.

Motion by Overton, seconded by Wiesner, that the Planning Commission approve Case No. 20-04 SPR for Enprotech Industrial Technologies, for final site plan review for a 43,594 square foot addition at 16740 and 16800 Industrial Parkway, in Section 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 the requirements of the Clinton County Drain Commissioner, including but not limited to stipulations noted in Mr. Morrison's email correspondence dated July 20, 2020.
2. The applicant shall complete FAA Form No. 7460 in advance of construction activities.
3. The applicant shall obtain a Soil Erosion and Sedimentation Control permit from the Clinton County Building Department and maintain compliance with all requirements.
4. The applicant shall comply with the requirements of the Lansing Board of Water and Light.
5. The applicant shall comply with the requirements of the Southern Clinton County Municipal Utilities Authority.
6. The applicant shall comply with the requirements of the Clinton County Road Commission, if applicable.
7. The applicant shall be responsible for completing and obtaining any required permits from the Michigan Department of Environment, Great Lakes and Energy.
8. The applicant shall comply with the requirements of the Township Building Official and obtain all required building and trades permits.
9. Outdoor lighting shall comply with Section 28-5.18 of the Watertown Charter Township Zoning Ordinance.
10. All fencing or gates shall comply with Section 28-5.9 of the Watertown Charter Township Zoning Ordinance, any gates locked after hours shall have a lock box approved by the fire department serving the township.
11. New or relocated signage, if necessary, 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. Case No. 20-05 PPLT – Lakeside Preserve Overall Preliminary Plat Extension Request

Motion by Overton, seconded by Powers, that the Watertown Township Planning Commission recommend to the Board of Trustees approval of a two-year extension to the Preliminary Plat approval, Case No. 18-09 PPLT, for Lakeside Preserve, LLC, to expire August 1, 2022. Motion carried.

3. 2021 Planning & Zoning Department Budget

Motion by Powers, seconded by Openlander, to accept and concur with the 2021 Planning & Zoning Department budget as recommended by the Planning Director.

4. Committee Assignments

Motion by Powers, seconded by Ball, that the Planning Commission approves the 2020-2021 committee assignments as presented. Motion carried.

5. Reschedule November 2020 Regular Meeting Date

Motion by Powers, seconded by Ball, that the November regular meeting date of the Planning Commission be rescheduled for Tuesday, November 10, 2020. Motion carried.

6. 16130 Grove Road Proposed Building Addition

Polverento presented a draft construction plan for the conversion of a box truck loading dock on the south side of the building to a semi-truck loading dock. She explained that the construction did not require site plan review and could be approved administratively, but given the ongoing legal issues at this property, she felt it was warranted to bring the proposed construction to the attention of the Planning Commission. The Planning Commission had no comments on the proposed construction.

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 reports.
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 Powers, to adjourn the meeting. Motion carried.

The meeting was adjourned at 8:00 pm.

Date approved:

Joe Davis, Chair

John Wiesner, Secretary