

**MERRILL TOWNSHIP
PLANNING COMMISSION
1585 W. 11 MILE ROAD
BITELY, MICHIGAN 49309**



Minutes Approved

April 24, 2025

7:00 PM

MEETING WAS CALLED TO ORDER 7:00pm by: BRIAN BORDEWYK

PLEDGE OF ALLEGIANCE LED BY: ALGER CLINE

ROLL CALL LED BY: BRIAN BORDEWYK

- ALGER (Jim) CLINE: PRESENT
- BRIAN BORDEWYK: PRESENT
- VENOLA WALTON-STACIEL: PRESENT
- DAVE MIEDEMA: PRESENT
- JOE COOK

APPROVAL OF AGENDA: BRIAN BORDEWYK OPENED

- MOTION TO APPROVE: BRIAN BORDEWYK
- MOTION 2ND: JIM CLINE
- PASSED

MINUTES FROM SEPT, 19, 2024 MEETING APPROVED:

- MOTION TO APPROVE: ALGER CLINE
- MOTION 2ND: JOE COOK
- PASSED

OPENING REMARKS: BRIAN BORDEWYK

- o Review of Agenda and potential conversation of Zoning Questions TBD

PUBLIC COMMENT:

- o Mike Sieban requested Planning Commission to open discussion of changing the recently updated zoning for his M37 property from Commercial to Residential.
- o Malcolm VandenToorn requested Planning Commission to review the Zoning for areas of Alpine Tree Service and surrounding properties.
- o Mark Stockwell share personal story of rezoning struggles in other Townships.

- Ryan Coffey shared some ideas to the planning committee of what we might consider as future actions to support requests made on zoning. Additionally, some concerns with zoning vs Fultons market and Dollar General being Commercial and not accurately portrayed on the zoning map as such.

NEW BUSINESS

ALL

- Introduction of new PC Members: David Miedema, Joe Cook and Venola Walton-staciel – BRIAN BORDEWYK
- Nominations for PC positions 2025: Secretary, Vice Chair and Chair
 - Chair assignment Motion made by Venola and Second by Alger if favor of Brian Bordewyk, Approved All
 - Vice Chair assignment Motion made by Brian Bordewyk for Alger Cline, seconded by Joe Cook, Approved All
 - Secretary assignment Motion made by Brian Bordewyk for Joe Cook, seconded by Alger Cline, Approved All
- Review of current schedule of fees for recommendations back to the board for consideration (attached below).
 - Brian to review Lilly Township for comparison and discuss with Zoning any data available for actual costs.
 - Venola will review fees from Monroe Township to share with Committee.
 - Alger will review fees from Lincoln Township
- Setting of 2025 Meeting Times for Planning Commission
 - (1) A planning commission shall hold not less than 4 regular meetings each year, and by resolution shall determine the time and place of the meetings.
 - Discuss Proposed Meeting times 2025: April 24th, May 22nd, Sept 11th, Oct 16th
 - Motion Made by Brian Bordewyk to adopt the meeting times for 2025: April 24th, May 22nd, Sept 11th, Oct 16th Seconded by Joe Cook, Approved by All.
- Review of paragraph issue with newly released Zoning Document Section 3.02 Accessory Buildings, Noting Section B. was not noted rather is included in Paragraph A. as running sentence. Then should continue with 1. 2. Etc. following.

Current condition on web site:

Section 3.02 Accessory Buildings

- Two (2) accessory buildings are permitted for residential use (i.e., not commercial, business, office, or industrial use) with the presence of a principal dwelling. One (1) accessory building is permitted without the presence of a principal
- dwelling on the same lot in all zoning districts, provided that all of the following requirements are met:
 - Shall comply with all side, rear, and front yard setback requirements pertaining to this type of construction specified in this Ordinance.
 - Shall meet all adopted Township building codes and shall comply with all state and local regulations to inhibit or otherwise discourage unlawful entry.

Should be condition:

Section 3.02 Accessory Buildings

A. Two (2) accessory buildings are permitted for residential use (i.e., not commercial, business, office, or industrial use) with the presence of a principal dwelling. One (1) accessory building is permitted without the presence of a principal dwelling on the same lot in all zoning districts, provided that all of the following requirements are met:

1. Shall comply with all side, rear, and front yard setback requirements pertaining to this type of construction specified in this Ordinance.
2. Shall meet all adopted Township building codes and shall comply with all state and local regulations to inhibit or otherwise discourage unlawful entry.

- **Motion Made that the “Review of proposal to correct the current paragraph typo as listed about” was made by Alger Cline and seconded by Brian Bordewyk, Approved by All.**
 - **Brian will forward corrected document to the Township Clerk for replacement on the WEB SITE.**

Current Fees to review/discuss:

Copies (per page)	\$ 0.25
Zoning Ordinance	\$ 30.00
Master Plan	\$ 30.00
Land Use Permit:	
Regular	\$ 30.00
Work begun before permit obtained	\$ 100.00
Special Use Permit	Actual Cost
Exceptional Use Permit	Actual Cost
Variance Request:	
- Dimensional (\$300.00 deposit required)	Actual Cost
- Use (\$300.00 deposit required)	Actual Cost
Temporary Permits:	
- Trailer/Mobile Home (per 9.3 B 1 in X.O.)	\$100.00
- Temporary Dwelling	\$ 50.00
Tool Shed for Construction	No Charge
Subdivision Office	\$125.00
Camping	\$ 50.00

Land Division Combination	\$ 30.00 + Assessor fee
Civil Offense	\$100/\$250/\$500/\$1,000.00
To call a special meeting of the Planning Commission	\$275.00
To call a special meeting of the Zoning Board of Appeals	\$275.00
Cemetery Lot	\$150.00
Building Rental - See Merrill Township Clerk	

Portion Rented	Rental Fees Resident/Property Owner	Others	Deposit
Auditorium & Kitchen (no cooking)	\$150.00	\$300.00	\$ 300.00
Auditorium & Kitchen (cooking)	\$250.00	\$350.00	\$ 300.00
Kitchen Only (for cooking)	\$100.00	\$150.00	\$300.00
Merrill Township Board approved	\$50.00	\$100.00	\$0
Non-profit organization meetings			
Community Benefit meetings	\$50.00	\$100.00	\$50

COMMERCIAL ZONING DISCUSSION

- Based on the public comment and specific asks by property owners along M-37, the planning commission opened conversation regarding the appropriateness of the newly modified Zoning in the area M-37 from Boarder to Boarder.
- Ryan Coffey agreed to bring the following to our next meeting;
 - o Current highlighted zoning map
 - o Examples of how we might document/verbalize Zoning along M-37
 - o Process and Method needed to review, change/modify current zoning and master plan back to Township Board.
- Brian Bordewyk asked each planning member to go see the M-37 areas in question and talk to people in the community regarding zoning desire for these areas.

FINAL REMARKS

BRIAN BORDEWYK

- Dave Miedema encouraged volunteers to help with fix up of the playground near Bingham St.. Dave will have specifics communicated soon.
- Chuck Hanlon encouraged volunteers to help with the annual clean-up event on 5-3-25.

ADJOURNED 8:25pm

BRIAN BORDEWYK