

October 4, 2017

The Portage Township Planning Commission (PC) October 4, 2017 meeting was called to order by chair Melanie Watkins at 7:03 PM. Present were Watkins, Ted Soldan, Dave Rulison, John Ligon, and Peggy Anderson. Guests Bruce Peterson, Bill Bingham, John Ollila were also present.

The minutes from the August 10, 2017 meeting were approved on a motion by Peggy Anderson, seconded by John Ligon, and passed.

Peterson announced that PC member Dean Latandresse has expressed he won't be attending further meetings, and will not accept reappointment when his term expires.

There was much discussion about how PC meetings need to be posted, and the correct procedure for sending changes to the ordinance to the township board. The following procedure was brought forth as the correct method:

- 1) A public hearing should be advertized at least 15 days prior to the meeting where the change will voted on.
- 2) After the public input at the hearing, the PC will vote on the change.
- 3) If the PC passes the change, the text of the change will be sent to the county planning commission.
- 4) The county planning commission can say No, Waive it (no comment), or take no action for 30 days. If No, the township planning commission must address their concerns, and the process starts over. If the later two, the change is sent to the township board, where it is voted on. If the township board votes yes, the change is adopted.

Ancillary buildings were discussed next. Co-zoning administrators John Ollila and Bill Bingham contributed a great deal to this discussion. The following motion was made by Rulison, and seconded by Ligon:

Ancillary buildings (storage buildings on a property that does not contain a residence) will be a permitted use, subject to certain conditions as follows:

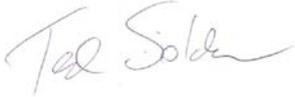
- 1) property size must be at least 10 acres.
- 2) the ancillary building must not exceed 1,200 square feet.
- 3) the ancillary building cannot be used for human habitation.
- 4) the minimum setback for ancillary buildings is 20', the same as other buildings in the township.
- 5) ancillary buildings larger than 1,200 square feet would be permitted, as long as the parcel it is located on is 40 acres or larger.
- 6) if the property containing the ancillary building is divided in the future, the parcel containing the structure must remain a minimum of 10 acres for the 1,200 square foot building, or a minimum of 40 acres for the larger building.
- 7) the ancillary building is for personal use only, and may not be leased in whole or in part.

The motion carried with no dissent.

The next PC meeting will be November 30. This meeting will be the public hearing for the proposed change to the zoning ordinance. Melanie asked Bruce to post the meeting on the web page, Anderson to post it on the township building, and Bruce to run the ad in the newspaper.

A motion was made at 8:40 to adjourn by Rulison. The motion was seconded by Anderson and passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ted Soldan". The ink is dark and the signature is fluid and legible.

Ted Soldan, Secretary

Planning Commission

Oct. 4, 2017

1. TED SOLDAN
2. Peggy Lee Anderson
3. Dave Pulver
4. John Lygon
5. Bruce Peterson
6. Melanie Watkins

Bill & John

Co-Zoning Administrators
Bill B. + John Olliva

September 26, 2017

BILL & JOHN'S INPUT ON ANCILLARY STORAGE BUILDINGS

Allowed only in RR and FF Zoning districts

Would be a 'Permitted' use, subject to meeting certain conditions:

Property size must be a minimum of 10 acres--

Storage building size must not exceed 1200 sq. ft.--

The storage building cannot be used for human habitation--
(The Crystal Falls ordinance prohibits plumbing, except for a floor drain, to ensure compliance on this point).

We agree with your point about vegetative screening or placement to conceal the structure from adjacent residents, but wonder if something like a 50' setback from all lot lines might accomplish the same goal?

Storage buildings larger than 1200 sq. ft. (farm barns for example) would require a minimum property size of 40 acres--

If property containing such a storage building is divided in the future, the parcel containing the structure must remain a minimum of 10 acres for the 1200 sq. ft. or smaller buildings, or 40 acres for the larger structures --

And finally, we probably should say the building must be used for personal use and cannot be leased or whatever (Crystal Falls ordinance has some appropriate language on this)--