

**PUTNAM TOWNSHIP  
PLANNING COMMISSION MEETING  
February 25, 2009  
MINUTES**

**CALL TO ORDER**

Chairperson Gannon called the meeting to order at 7:04 p.m. There were 6 citizens in attendance.

**ROLL CALL**

MEMBERS PRESENT: Porath, Gannon, Gazdecki, Balk, Ligon, Press, Dobis.

OTHERS PRESENT: Steven Van Steenhuyse, Planner (via teleconferencing), Tom Lewis, Zoning Administrator, Ingrid Weisz, Recording Secretary.

**CALL TO THE PUBLIC**

Opened 7:04 p.m.

Ralph Musson, 668 Old Pinckney Rd., was hoping the Planning Commission could go forward to complete the Home Based Business amendment at this meeting.

Closed 7:06 p.m.

**APPROVAL OF AGENDA**

**Motion by Dobis & supported by Press to approve the agenda. MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES**

In the 2/11/09 minutes under Public Hearings, Don Cruise's last name was corrected to 'Kruse' with the corrected address of 427 Rachel Marie Drive. Dobis requested approved minutes in the members' packets be stamped with an "Approved" stamp.

**Motion by Balk & supported by Ligon to approve the revised 2/11/09 minutes. MOTION CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

Gazdecki received information on 7 courses on planning and zoning offered by Michigan State University in March & April in Howell. Gannon received information from the Michigan Citizen Planner on a series of \$69 online courses written by LSL.

**PLANNER'S REPORT** None

**ZONING BOARD REPORT** None

**TOWNSHIP BOARD REPORT**

Dobis reported on the 2/18/09 meeting.

**LAND DIVISION REPORT** None

**ZONING ADMINISTRATOR** None

**PUBLIC HEARINGS** None

**OLD BUSINESS**

A) Home-Based Business Amendment to Zoning Ordinance

- 1) LSL Memo
- 2) LSL Proposed language
- 3) Review public comments

VanSteenhuysen went through his memo & the proposed language. Members reviewed the 3 questions posed by the planner & made a decision via straw polls on each one. It was determined that:

1. Home occupations would be limited to the dwelling itself.
2. One employee from outside the dwelling would be allowed by right in home occupations.
3. Low Intensity Home-Based Businesses would be permitted in the dwelling and/or an attached accessory structure (detached accessory structure not allowed)

Members went through the proposed language for the amendment and made some revisions. No noise greater than 65 dBA associated with a Home Occupation or Home-Based Business (HBB) will be permitted. Low Intensity Home-Based Businesses will not be permitted in district RS-4. HBBs may have non-illuminated signs that meet certain criteria. A Low Intensity HBB may have either a freestanding or a wall sign; an Intensive HBB can have both one freestanding and one wall sign.

The planner will make the proposed changes and the members will review the language at the next meeting.

**B) Ordinance Issues List starting at #4**

Limits were set for the size of an attached accessory structure based on the total floor area of the home (100% of the total floor area of the home, up to an attached accessory structure maximum of 1,040 sq. ft.). New ordinance set back requirements were left as is. Language will be added to the ordinance to add a completion deadline to variances granted as well as one extension of equal time for good cause shown. Members discussed regulation of renewable power generation sources. Van Steenhuysen will provide two sample ordinances regulating wind turbines for the next meeting. The rest of the issues will be reviewed at the next meeting.

**C) Discussion of Off Street Parking Regulations – postponed until the next meeting**

**NEW BUSINESS**

A) Temporary Use Permit discussion – postponed until the next meeting

**OTHER BUSINESS** None

**NEXT MEETING** 3/11/09 (with Van Steenhuysen on phone & Lewis in person)

- A) Miscellaneous Remaining Topics from the Ordinance Issues List
- B) Discussion of Off Street Parking Regulations
- C) Temporary Use Permits Discussion

**CALL TO THE PUBLIC**

Opened at 9:47 p.m.

Closed at 9:48 p.m.

**ADJOURNMENT**

**Motion by Balk and supported by Ligon to adjourn at 9:48 p.m. MOTION CARRIED UNANIMOUSLY**

**Ingrid Weisz**  
**Recording Secretary**