

Vassar Township Planning Commission Regular Meeting Minutes (draft)

Vassar Township Hall

February 9, 2017

Call to order 7:02 pm

Pledge of Allegiance led by Chair Kendall Woodruff

Roll Call:

Present: (Acting Secretary) Erica Aymer, (Vice Chairman) Orv Hartung, Dan Zuzula, Bill Gray, Bob Reil, (Chairman) Kendall Woodruff

Excused: (Secretary) Fred Welsh

Absent: None

-Bill Gray motioned to accept January 12, 2017 Meeting minutes, supported by Orv Hartung – Motion carried.

-Dan Zuzula motioned to accept January 26, 2017 Special Meeting minutes supported by Bill Gray – Motion carried.

**Reports**

Trustee Reports by Bill Gray from Vassar Township Board Meetings

January 21, 2017 (Special Meeting)

-Resolution passed to establish Vassar Township Parks and Recreation Committee

-Resolution passed establishing a Township Park on the North East corner of W. Saginaw Rd & Caine Rd. 26 acres is to be divided into 2 parcels of approximately 23 & 3 acres.

-Motion passed for Parks and Recreation to apply for a passport grant of up to \$75,000.00 with a 25% matching contribution of up to \$25,000.00 by the Township. Vicky Sherry will write the passport grant for a fee not to exceed \$1,000.00.

-Township Park Property will be surveyed by Advance Survey, including a site plan for the 3 acre parcel building site. Bill Gray, Bob Reil, Russ Fall and Rhonda Schultz will assist.

-Board still looking into options of a digital sign

#### Zoning Administrator by Bruce Foether

- Investigated complaint about pallet fencing at 7185 S. Vassar Rd on January 16, 2017, letter was sent to property owners on January 19, 2017, spoke to owners about clean up on January 24, 2017

- January 30, 2017, complaint regarding boats and trailers at Haines & Vassar Rd. Sherriff is working to contact property owner.

#### Parks and Recreation Report by Russ Fall

-Revisions made to 5yr plan, added the word “community” to Vassar Township Community Park. The park property consists of 26 acres to be split 2 ways, of approximately 23 & 3 acres.

-Revisions made to Capital Improvements Schedule, 2-9

2- Playground equipment up to \$15,000.00

5 – Pavilion up to \$25,000.00

8 – Paved Parking lot driveway up to \$30,000.00

9- Internet tower no longer needed

(New 9) – Picnic tables up to \$10,000.00

-Bob Reil and Tom Borcharding need copies of revised 5 yr. plan

## Cass River Greenway Report by Russ Fall -

- Subcommittee meeting February 10, 2017, planning of water trail.
- February 15, 2017 Eco-Tourism Meeting - 7 County Tourism Conference

### **New Business**

- Vicky Sherry in attendance to go over Master Plan corrections to be made
  - Pg. 17 – Public Involvement Meeting instead of survey, plan when and insert content from meeting
  - Pg. 30 – Review information in Commercial/Industrial Section for changes
  - Pg. 44 – Vicky Needs future land use maps (original copies were given, to be returned)
- Master Plan presented for a 60 day public review, all letter of intent recipients should receive a draft copy.

### **Parks and Recreation Discussion**

- Motion by Kendall Woodruff to support Vassar Township Park name change to Vassar Township Community Park, supporting the land division of 26 acres to approximately 23 for future land/building use. Seconded by Dan Zuzula, None Opposed – motion carried.

### **Old Business**

- Training information continued.
- Waiting on scheduled date for Webinar training

### **Public Comment**

- Ben Partridge – Asked for clarification on Webinar training dates, also discussed not needing to hold an official “special meeting” just for training purposes.
- Russ Fall – Asks Trustee Liaison, Bill Gray to present concerns regarding alternate/absentee members to the Board of Trustees.

Bob Reil motioned to adjourn, seconded by Orv Hartung

Meeting adjourned at 8:05pm

Next Meeting March 9, 2017 at 7pm

Respectfully Submitted

(Acting Secretary in excused absence of Fred Welsh) Erica Aymer