

THORNAPPLE TOWNSHIP PLANNING COMMISSION

Regular Meeting, March 24, 2025

1. Call to Order:

- a. The meeting was called to order by Linda Gasper at 7:00 p.m. at the Thornapple Township Hall located at 200 East Main Street Middleville, Michigan 49333.
- b. Present: Bryan Finkbeiner, Elaine Denton, Linda Gasper, Craig Wandrie and Elizabeth Hansson. Absent: Tom Kilgore and Sandy Rairigh. Also present: Nathan Mehmed, Noah Peterson, Phil Gensterblum and Brenda Hess.

2. Approval of Agenda:

MOTION by Finkbeiner, **SUPPORT** by Wandrie. **MOTION CARRIED** with 5 yes voice votes.

3. Approval of Minutes:

MOTION by Finkbeiner **SUPPORT** by Denton to approve the November 25, 2024, meeting minutes. **MOTION CARRIED** with 5 yes voice votes.

4. Citizen Comments: None.

5. Public Hearings: None.

6. New Business:

a. Election of Officers and Committee Assignments:

- i. Chair – Tom Kilgore
- ii. Vice Chair – Linda Gasper
- iii. Secretary – Sandy Rairigh
- iv. Ordinance Committee – Tom Kilgore, Bryan Finkbeiner, Sandy Rairigh, Linda Gasper (alt)
- v. Site Plan Committee – Bryan Finkbeiner, Elaine Denton, Craig Wandrie, Elizabeth Hansson (alt)
- vi. Joint Planning Committee – Sandy Rairigh, Linda Gasper, Elaine Denton, Tom Kilgore (alt)

MOTION by Denton, **SUPPORT** by Wandrie to approve the election of officers and committee assignments for 2025. **MOTION CARRIED** with 5 yes voice votes.

- b. Update of the Williams & Works Ordinance Project: Nathan Mehmed from Williams & Works reviewed the ordinance revision process with the group. The Zoning Ordinance Update Kick-Off Memo was reviewed, covering the eight steps of the project, as well as a tentative schedule for completion. The Technical Review Memo was also reviewed, which outlined each of the Articles and what they contained. Nathan encouraged the board to consider how to move forward with the process and whether the Ordinance Committee would go through the process independently, or if the Board as a whole would. He estimated the process would take approximately five workshop style meetings to complete. It was noted public hearings would also need to be included as a part of the process. Some additional items which could possibly be considered for inclusion in the update were solar, wind, short-term rentals, food trucks, Duncan Lake bubblers, maximum garage size, clarification of fencing rules, power pool covers, and front yard accessory buildings. It was noted that usability will be enhanced and improved by updating all links and making the document more cohesive and user-friendly. There will be updates to the layout and fonts as well. It was noted the zoning map could also be updated and changed during this process.
- c. Cornerstone Estates Site Condo Review: The site is twenty-two acres of smaller lots located off Whitneyville where presently there are two barns and a home. Gensterblum said this was the time to look at the plan before the official site plan is submitted for consideration. The Health Department has already approved well and

septic plans. There was discussion regarding whether the road within the development would be considered public or private. It was decided to check the size of lots 2, 4, 5, 7, 10, 11,12, 14, and 15 needed to be checked as they might be considered too small, as currently lots must be 1.5 acres to be considered “buildable”. It was noted that only two of the lots comply with the 1.5-acre rural residential lot size requirement. Gensterblum will follow up with additional information to follow.

7. Unfinished Business: None

8. Committee Reports:

- a. Ordinance Committee – [Kilgore, Finkbeiner, Rairigh, Gasper (alt)] – None
- b. Site Plan Committee – [Finkbeiner, Denton, Wandrie, Hansson (alt)] – None
- c. Joint Planning Committee – [Rairigh, Gasper, Denton, Kilgore (alt)] - None

9. Administrator’s Report:

- a. Zoning Ordinance Audit: Reviewed during New Business, item b.
- b. Zoning Report: Gensterblum commented it’s getting busier in the Planning and Zoning department now the weather is getting nicer. Thirteen permits have been granted, and one citation has been given.
- c. Code Enforcement Report: Followed up on a junk vehicle and loose chickens needing an enclosure. It was noted that very few of the self-audit forms regarding accessory buildings were returned by Duncan Lake residents.

10. Commissioner Comments: None

11. Adjournment:

MOTION by Finkbeiner, **SUPPORT** by Wandrie to adjourn the meeting at 7:52 p.m. **MOTION CARRIED** with 5 voice votes.

Sandra Rairigh, Secretary

Brenda Hess, Recording Secretary

Approved _____