



WHEATFIELD TOWNSHIP

985 East Holt Road · Williamston, MI 48895-9754
Phone (517) 655-4161 · Fax (517) 655-9071

REGULAR MEETING OF THE WHEATFIELD TOWNSHIP PLANNING COMMISSION

THURSDAY JANUARY 18, 2024, 7:00PM

Website: wheatfieldtwpmi.gov

Call to Order: The meeting was called to order by Chairman Kapp at 7:05PM.

Roll Call: Mitch Adelman, Denny Kapp, Violet Lentz, and Michael Kapp present. James Scherer absent. Also attending: Zoning Administrator Wayne Myer and Recording Secretary Barb Bidigare.

Approval of Agenda: Motion by M. Adelman to approve agenda as written, seconded by D. Kapp. All were in favor – motion carried.

Approval of minutes of November 30, 2023 Special Meeting: Motion by V. Lentz to approve minutes of ~~July 20, 2023~~ **November 30, 2023** as written, seconded by M. Adelman. All were in favor – motion carried.

Public Comment: Public comment opened at 7:08PM. No public comments. Public comment closed at 7:08PM.

Correspondence: None

Zoning Administrator Report:

- Deer Creek Sales owners had a pre-meeting with the Zoning Administrator before considering a Special Use Permit and a Variance request related to splitting residential and business portions of their property. This will involve the Zoning Board of Appeals, the Planning Commission and the Land Division Committee.
- Follow up to concerns regarding the Zimmer Road/Linn Road intersection: The Zoning Administrator reported that no accidents have been reported in 2023, 1 in 2022 and 1 in 2021. Warning signage had been added 2 years ago. The situation does not currently meet the State of Michigan standard for adding a light or 4-way stop. This will continue to be monitored.

Zoning Board of Appeals Report: None.

Board of Trustees Report: D. Kapp reported the Board of Trustees:

- Unanimously passed the Wind Energy Systems ordinance amendment as sent by the Planning Commission. The Trustees voiced thanks to the Planning Commission for their work.
- Accepted updated guidelines for poverty exemptions for property taxes.
- Passed a resolution in support of the Ingham County Treasurer's new strategy to assist residents with delinquent taxes by dropping interest and penalty charges from amounts owed.
- Passed an updated fee and compensation schedule for the Township.

New Business:

- Election of Officers for 2024 – D. Kapp made a motion to accept the nominated slate for the 2024 year for the Wheatfield Township Planning Commission: M. Kapp as Chair, M. Adelman as Vice Chair, J. Scherer as Secretary. M. Adelman seconded. Roll call vote was taken with all 4 members present voting in favor. Motion passes. V.

Lentz added a suggestion that the Township be more proactive in notifying residents when there are open committee positions, possibly through the website, so that interested residents can be identified.

- 2023 Annual Report – M. Kapp presented an annual report for calendar year 2023. D. Kapp made a motion to accept the report, seconded by M. Adelman. All were in favor, motion carried.
- 2024-25 Budget Request – M. Kapp presented a Planning Commission budget request for the July 1, 2024 to June 30, 2025 fiscal year. V. Lentz moved to accept the budget request as written, seconded by D. Kapp. All were in favor, motion passed.
- Annual review of commission bylaws – No changes to the bylaws were proposed. No action taken.

Old Business: None

Other Matters:

- A motion was made by M. Adelman to adopt the 2024 Planning Commission meeting schedule as updated 11/2023 with meetings on the third Thursday of each month. Seconded by D. Kapp. All were in favor, motion carried.
- D. Kapp asked if anyone had questions about the how the 2024 elections will be conducted – no questions.
- Chairman Kapp noted that the Michigan Association of Planning has training opportunities available.
- V. Lentz asked for an update on allowing banquet facilities. W. Myer suggested considering this as part of the Master Plan review.

Next Meeting: February 13, 2024 7:00PM

Motion to Adjourn: By M. Adelman, seconded by D. Kapp. All in favor, motion carried. The meeting ended at 8:17PM.

Respectfully submitted,

James Scherer, Planning Commission Secretary