

**Minutes, Paw Paw Planning Commission
Special Meeting, February 17, 2009**

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| 1. | The special Planning Commission meeting of Tuesday, February 17, 2009 convened at 7:20 p.m. at 129 South Kalamazoo Street, Paw Paw, Michigan. Chairperson Larson presiding. | Meeting Convened |
| 2. | Present: Larson, Bogen, Greensly, Rumsey, and Thomas. Also present: Village Planning Consultant, Rebecca Harvey and Village Manager, Larry Nielsen. | Members Present |
| 3. | Motion by Rumsey, supported by Greensly, to approve the agenda. All members present voting yes. The motion carried. | Approval of Agenda |
| 4. | Motion by Thomas, supported by Bogen, to approve the corrected minutes of the regular Planning Commission meeting of January 8, 2009. All members present voting yes. The motion carried. | Approval of Minutes |
| 5. | Larson noted no public hearing items were before the Commission at this time. | Public Hearings |
| 6. | No public comment regarding non-agenda items was offered. | Public Comment |
| 7. | Larson noted no new business was scheduled for consideration at this time. | New Business |
| 8. | Harvey explained that the draft PC Bylaws provided to the Commission in January were reviewed for consistency with the Ordinance adopted by the Village Council establishing the Planning Commission. She noted that the Bylaws are scheduled for Commission action in March. General Board discussion ensued regarding the proposed provisions addressing conflict of interest, voting, and quorums. | Ongoing Business: PC ByLaws |
| 9. | In response to the request by the Village Council for consideration of the incorporation of watershed protection measures into the Master Plan, the Commission proceeded with a review of the existing Plan for existing/desired water resource protection policies. The handout entitled 'Document Review for Water Resource Protection' was used to guide the discussion. Specifically, all review questions identified under [A. Plans and Policies] were addressed. The completed review will be provided to LSL Consultants for direction in the current update of the Master Plan. | Ongoing Business: Water Resource Protection |
| 10. | Harvey referenced the February 5, 2009 memo provided to the Commission on Outdoor Wood Burning Boilers(OWBs) or Biomass Burning Units. The elements of the Model Ordinance for Outdoor & Open Burning (<i>Michigan DEQ</i>) and the sample 'outdoor furnace' ordinances provided were | Ongoing Business: Outdoor Wood Boilers (OWBs) |

specifically noted. The recommendations set forth in the memo for the regulation of OWBs within the Village were reviewed. Nielsen reported that the Village Attorney has drafted an ‘open burning’ ordinance that includes the prohibition of OWBs, consistent with the direction noted by the Commission. The draft ordinance is scheduled for action by the Village Council in March. The Commission agreed that the matter has been sufficiently addressed and can be removed from the work list.

11. Larson requested an update on the previously raised ordinance questions regarding impervious surface standards for parking areas, standards for side walls in business/industrial districts, and standards for public transit stops in parking areas. It was noted that the Commission had determined that the standards for parking areas and sidewalls could be most efficiently addressed during the planned update of the zoning ordinance after the adoption of the master plan. The question raised regarding public transit stops in parking areas had been discussed as a site plan review issue that could be addressed through current site plan review standards. It was agreed that the design issue regarding public transit stops in parking areas would become a ‘checklist’ item in the Commission’s site plan review process. **Ongoing Business: Ordinance Amendments**
12. In response to Commission discussion in January regarding wind energy systems, Nielsen noted that he had identified a resource speaker to meet with the Commission and is prepared to proceed with scheduling. The Commission agreed to target the May – July meeting schedule for the requested presentation. **Ongoing Business: Wind Energy Systems**
13. Larson, Nielsen, and Harvey updated the Commission on the activity of the Master Plan Steering Committee and the results of the February 3, 2009 Steering Committee Meeting. The draft of Chapter 5, Future Land Use and the draft Future Land Use Map developed by LSL for that meeting were reviewed by the Commission. **Ongoing Business: Master Plan**
14. General discussion ensued regarding the proposed land use descriptions and designations. The elements of the required review process and the tentative public hearing schedule were also discussed. It was noted that Chapter 5 and the Future Land Use Map are currently being refined by LSL Consultants so as to incorporate Committee comments, ‘zoning plan’ language, and the identified subarea plans. The next Steering Committee meeting and the Community Review Workshop have yet to be scheduled.
15. Larson noted that the Village of Paw Paw had received a Notice of Intent from Paw Paw Township regarding the preparation of an update to the Township’s current master plan. The Commission noted their interest in the Township’s planning efforts and indicated their desire to stay informed. Nielsen will advise the Township. **Member Comments**

16. Larson expressed interest in considering a dumpster ordinance requirement for residential property. The item was placed on the Planning Commission work list for future consideration.

17. Nielsen advised the Commission of a Site Plan Review Application filed for property on West Michigan. He noted that Harvey would review the Site Plan and communicate with the applicant in preparation for Planning Commission review. The Site Plan Review is tentatively scheduled for the regular Planning Commission meeting in ~~March~~. **April.**

**Village Manager
Comments**

18. There being no further business to come before the Commission, the meeting was adjourned at 9:55 p.m.

Adjournment