

**Williams Township Planning Commission  
Regular Meeting  
December 2, 2013**

The Planning Commission of the Charter Township of Williams held a regular meeting on Monday December 2, 2013 at the Township Hall.

The agenda is attached Exhibit A.

**I. Call to Order & Roll Call**

D. Behmlander called the meeting to order at 7:00 p.m. Present: D. Behmlander, T. Paige, C. Adams, J. Hurt, S. Villaire and A. Torres. Excused: D. Putt.

Also Present: B. Klemish, Williams Township Zoning Administrator, and J. Hammond, Township Attorney. Others present are indicated on the sign in sheet, attached Exhibit B.

**II. Pledge of Allegiance**

The Pledge of Allegiance to the flag was said in unison.

**III. Open to the Public**

No public comment.

**IV. New Business**

**A. Laurie Torka, Case No. 13-03-SPU**

Laurie Torka has made application for a special use permit to operate a group day care home at her home located on two AG-zoned acres at 957 W. Townline 14 Road in Williams Township.

D. Behmlander confirmed that L. Torka received a copy of the memo from J. Hammond dated November 11, 2013.

L. Torka explained that the hours of operation would be from 6:00 a.m. - 6:00 p.m. and they would have up to 12 children. The back yard will be fenced in with a 4 foot high chain link fence. There is a turnaround in front of the barn so that there will be no backing out into Townline 14 or parking in the road right-of-way.

There was a small discussion among planning commissioners.

The public hearing concluded at 7:06 p.m.

A motion was made by S. Villaire and seconded by C. Adams to approve the special use permit and site plan approval for Laurie Torka to operate a group day care located at 957 W. Townline Road in the township.

6 Ayes. 0 Nays. Excused: D. Putt. Motion Carried.

B. DeShano Auburn East Adult Care PUD, Public Hearing

Neil DeShano has submitted a final development plan to amend the Auburn East PUD. The Plan consists a Final Overall Site Plan, Final Site Plan, Site Details, Landscaping Plan, Soil Erosions and Sedimentation Control Plan and Specifications for PUD Development Plan Amendment.

N. DeShano gave an overview of the assisted living facility.

The public hearing began at 7:20 p.m.

The public had concerns regarding parking lot lights, noise, adequate catch basins and drainage.

It was explained by planning commissioners that there will be wall packs with down shielded lighting so that there will be no casting of light. There are catch basins and proper drainage so there will be no flooding caused by this site. The screening and buffering from the berm and plantings were also discussed.

The public hearing concluded at 7:45 p.m.

D. Behmlander confirmed that N. DeShano received a copy of the memo from J. Hammond dated November 11, 2013. When asked Mr. DeShano and Mr. Meisel stated that they didn't have any objections to the suggested conditions in the memo.

Following some discussion, the Planning Commission. by unanimous consent of its members agreed to the following requirements from J. Hammond's November 11, 2013 memo for the approval of the Final Development Plan and to become part of the zoning ordinance provisions governing development of all land in the Auburn East PUD.

- Written evidence of Bay County Road Commission approval of the design of project roadways, curb cut permits and any requirements for the assisted living project shall be submitted prior to the issuance of a building permit;
- All project improvements (i.e., sidewalks, plantings, etc.) shall be completed before any occupancy permit is issued;

- All construction shall be completed in compliance with approved plans and approvals of such construction shall be given by approving authorities before any occupancy permit is issued;
- The Township Engineer shall review and approve all utility plans including locations and widths of utility rights-of-way prior to issuance of any building permit;
- Plantings put in the ground on top of the berm along the south project boundary line should be in accordance with the landscaping plan submitted as part of the Final Development Plan and kept in living condition;
- A sign permit shall be obtained before constructing the sign shown on the Final Development Plan;
- No more than 18 dwelling units and 20 residents shall be allowed to occupy the assisted living facility;
- Ironwood Estates Development company and the owner of the assisted living facility are responsible for the cost of constructing Scott Drive to connect with any roadway constructed to provide a secondary access for Auburn East PUD;
- The owner of the assisted living facility shall be required to grant an easement to the township for Scott Drive;
- All property owners in the Auburn East PUD shall be jointly and severally liable to pay the costs of maintaining the storm water drainage system, including the storm water detention area, any ditches or swales, and any storm sewer lines;
- All exterior lighting fixtures shall be down-shielded;
- Light poles should not exceed 25' in height;
- Site plan approval shall be required for commencing construction of the proposed 20 bed future addition to the assisted living facility;
- The Township Board shall approve all utilities prior to construction;
- Construction plans for storm drainage shall be reviewed and approved by the Bay County Drain Commissioner prior to the issuance of a building permit;
- Construction plans for public water and public sanitary sewer shall be reviewed and approved by the Bay County Department of Water and Sewer prior to the issuance of a building permit;
- Construction plans for public water, public sanitary sewer and storm drainage shall be reviewed and approved by the Williams Township Engineer prior to issuance of a building permit;
- The operator of the assisted living facility shall be required to conduct annual maintenance and testing of fire hydrants to assure that they are operational in the event that the fire suppression supply line is a private line;
- The project shall be developed in accordance with the Final Development Plan bearing a revision date of October 21, 2013 signed by Engineer Timothy K. Lapham and on file with the township;
- Minor revisions to the Final Development Plan may be authorized by the Williams Township Zoning Administrator;
- In the event of a conflict between any requirements imposed by the Planning Commission in approval of the Final Development Plan and any development

notes on the Final Development Plan itself, or on any plan submitted by the developer, Township Planning Commission requirements shall control;

- Construction plans should satisfy any requirements of the Auburn-Williams Fire Department prior to issuance of a building permit;
- Any unpaved portion of Scott Drive shall be constructed in accordance with Bay County Road Commission street design requirements;
- No structure in the Auburn East PUD shall be permitted to exceed 40' in height;
- The developer shall be required to grant easements for all public utilities to the township or Bay County Departments of Water and Sewer which shall be submitted for review by the township attorney and engineer before an occupancy permit is granted: and,
- All requirements in Williams Township Ordinance No. 148 pertaining to the site condominium within the Auburn East PUD and which do not conflict with requirements imposed as part of the assisted living facility approval shall remain in full force and effect.

A motion was made by J. Hurt and seconded by T. Paige to approve the amended Final Development Plan submitted by Neil DeShano for the 5.2 acres of the Auburn East PUD with the requirements listed above .

6 Ayes. 0 Nays. Excused: D. Putt. Motion Carried.

A motion was made by T. Paige and seconded by J. Hurt to recommend that the Township Board introduce and adopt proposed Williams Township Ordinance No. 183 that amends the zoning map to re-zone this land to PUD, Planned Unit Development District with a new Final Development Plan as approved by the Township Planning Commission on this date.

6 Ayes. 0 Nays. Excused: D. Putt. Motion Carried.

V. Any Other Business

A. 2014 P.C. Meeting Schedule Approval

A motion was made by T. Paige and seconded by J. Hurt to approve the 2014 meeting schedule.

6 Ayes. 0 Nays. Excused: D. Putt. Motion Carried.

**VI. Adjournment**

A motion was made by C. Adams and seconded by J. Hurt to adjourn the meeting at 8:05 p.m.  
6 Ayes. 0 Nays. Excused: D. Putt. Motion Carried.

Pam Reinhardt, Williams Township Deputy Clerk