

**Williams Township Planning Commission
Special Meeting
September 21, 2011**

The Planning Commission of the Charter Township of Williams held a special meeting on Wednesday September 21, 2011 at the Township Hall.

The agenda is attached Exhibit A.

I. Call to Order & Roll Call

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

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 at this time.

IV. New Business

A. Perry Creek Townhouses, Special Use Permit, Case NO. 11-02-Spu

At the September 12 planning commission meeting, planning commissioners directed Mr. Boufford to submit a revised site plan of the Perry Creek Townhouse development. Jim Boufford submitted eight sheets of drawings, including: a cover sheet; a general site plan; landscape plan; dimension and paving plan; grading plan; entrance grading plan; water main and sanitary sewer plan and profile; and, soil erosion and sedimentation control plan.

B. Steward confirmed that J. Boufford and A. Pruss representing Boufford Builders, received the memo dated September 19, 2011 from J. Hammond and L. Miller.

J. Hammond stated that he received an updated copy of the water and sanitary sewer easement today.

J. Boufford and A. Pruss agreed with the following conditions required by the planning commission in order to grant the special use and site plan approval:

- Require submission of easements of adequate width as stated, above, in recordable form for all public utilities; easements should be to Williams Township, or to the Board of County Road Commissioners, County of Bay, Department of Water and Sewer;
- Require individual metering and shutoffs for water service to each unit;
- Require one sanitary sewer tap for each building;
- Require traffic control signs;
- Require submission of Bay County Road Commission approval of points of ingress/egress;
- Require submission of Bay County Drain Commissioner approval of site storm drainage;
- Authorize the township zoning administrator to approve minor departures from the approved site plan where necessary;
- Require approval of site access and water availability by the Auburn/Williams Fire Department;
- Require that all construction be in accordance with applicable construction codes, ordinances and statutes;
- Impose a maximum 35' height limitation for all site structures;
- Require the installation of fire hydrants, or other fire suppression structures so that adequate fire protection can be assured for the site;
- Require Township Board acceptance of all site public utilities before issuance of any occupancy permit for any development phase;
- Require township engineer approval of all construction plans for each phase of the development before issuance of any building permits;
- Require that each phase of the development be self-contained and stand-alone, and that no occupancy permit shall be issued until all infrastructure improvements for each phase are completed;
- Reserve the right to require enclosure of the storm water detention basin by a four feet high "cyclone-type" fence in the event that it is deemed necessary from a public safety standpoint;
- The area identified as "Future Phase" shall require separate special use permit and site plan approval;
- Require a sidewalk to be installed as part of Phase III that would extend from the terminus of the existing proposed sidewalk in front of unit 49 and extending to the east generally parallel to the N. Union Road right-of-way to the private drive in front of unit 48;
- All private drives and all other infrastructure shall be maintained in a safe condition;
- Reserve the right to require changing the location of traffic control signs in the future;

- Stop sign shall be located on the east-bound and west-bound lanes of the east/west oriented roadway in the vicinity of unit 79 at the intersection of the north/south-oriented private drive; and,
- Require township attorney review of all required approvals and public utility easements before issuance of any building permits.
- Require that all construction needs to take place between the hours of 7:00 a.m. to 7:00 p.m., Monday thru Saturday.

J. Boufford agreed to all conditions and stated that he will talk to M. Snyder to confirm that he has adequate fire protection and more stop signs will be added to the east/west streets.

J. Boufford stated that the estimated time frame for completion of all phases will be 2 years.

A motion was made by C. Adams and D. Behmlander to approve the special use request of J. Boufford for the land located on the north side of North Union Road east of Rockwell Drive for Perry Creek Townhouse development.

7 Ayes 0 Nays. Motion Carried.

A motion was made by C. Adams and D. Behmlander to approve the site plan, shown on the revised plans received by the township clerks office on September 19, for the Perry Creek Townhouse development with the approval conditions as listed above.

7 Ayes 0 Nays. Motion Carried.

VI. Adjournment

A motion was made by D. Behmlander and seconded by C. Adams to adjourn the meeting at 7:24 p.m.

7 Ayes 0 Nays. Motion Carried.

Pam Reinhardt
Williams Township Deputy Clerk