

# SULLIVAN TOWNSHIP PLANNING COMMISSION MEETING MINUTES NOVEMBER 8, 2018

1. **THE MEETING WAS CALLED TO ORDER AT 5:40 P.M.** by Chairman Anton.
2. **ROLL CALL:**   **Members Present:** Tom Anton, Sue Buckner, Glenn Gustafson, Eloise Jarka, Tom Jasick, Jim Kotecki  
                          **Members Absent:** John Carr  
                          **Guests:** Professional Planner, 6 residents; 5 guests
3. **MINUTES FROM THE OCTOBER 9, 2018, MEETING:** Minutes from the meeting of October 9, 2018, were presented by Chairman Anton. A motion was made by Tom Jasick, seconded by Sue Buckner, that the minutes be accepted as presented with a clarification of the location of a game preserve. The vote to accept the minutes as clarified was unanimous.
4. **APPROVAL OF AGENDA:**   **Re-zoning - Maple Island & Hts. Ravenna Roads Parcel  
Fairgrounds 2019 Agenda - Liberty Music Festival  
Parks & Recreation Plan Development**

**Re-zoning - Maple Island & Hts. Ravenna Roads Parcel:** The issue before the Planning Commission was the rezoning of a parcel identified as "future commercial use" in the Master Plan approved in 1997. The application to rezone was discussed in the public hearing at the last meeting and tabled until further review by the Professional Planner and the Township Attorney. Both the Professional Planner and Township Attorney were of the opinion that rezoning reflecting the Master Plan suggestion for future Neighborhood Commercial zoning must be considered and acted on separately from any specific future site plan activity approved for the subject parcel. Although rezoning of the parcel may imply uses that would be unacceptable at that zoning, a specific future use is cannot be included in this decision. In the event rezoning is approved by the Township Board, a potential specific use would then need to be applied for and reviewed as to appropriateness for such an operation at that site.

Tom Jasick made a motion that the Planning Commission approve the applicants' request for rezoning the Southwest Corner of Hts. Ravenna and Maple Island Roads (Parcel #61-16-010-200-0010-00) from R1 to Neighborhood Commercial; seconded by Glenn Gustafson. The motion was unanimously approved by the Planning Commission members present and a recommendation will be forwarded to the Township Board for their decision to approve or deny the rezoning.

**Fairgrounds 2019 Agenda - Liberty Music Festival:** Liberty Events Inc. has requested approval to stage a music event from July 3-7, 2019 at the Fairgrounds. The Muskegon County Fair Association agreed to provide Sullivan Township with a listing of planned events for the upcoming season shortly after the first of each year but the acts in this event require signed agreements well in advance of that date to establish their travel schedule. Also, because this type of entertainment is considered a secondary use, it requires Planning Commission review as well as Township Board approval.

Since the County has indicated preliminary approval for the event, the Planning Commission would like more information as to other communities where Liberty has held events, camping needs, parking requirements, traffic control, emergency services, and criteria for preliminary County approval, as well as any additional information regarding the event. The Professional Planner will review the planned event description for any additional pertinent information and

it will be provided to Liberty Events for their response to the Planning Commission. The Attorney will also be contacted regarding Township liability exposure. Further discussion will be held.

**Parks & Recreation Plan Development:** The Professional Planner provided a tentative schedule of required action to get a Recreation Plan completed and submitted to the MDNR by a February 1, 2019, deadline. While the Planning Commission does not normally schedule a meeting in December, preliminary discussion indicated that meeting(s) may need to be scheduled during that month to permit decisions to be made in a timely manner.

An initial resident open house and discussion have been scheduled for November 29, 2018, to define the goals and objectives for the Recreation Plan and the actions that need to be completed within an established time frame. Following that meeting, a draft Plan will be distributed to Planning Commission members by December 12, 2018, for a 30 day review which needs to be accomplished by mid-January 2019. Included on the website will be a brief survey to be completed by residents. A public hearing will be held January 15, 2019, along with a joint Board meeting. The Plan will be immediately directed to the Board for action.

5. **SCHEDULED PUBLIC HEARINGS:** None
6. **OTHER MATTERS TO BE REVIEWED BY THE PLANNING COMMISSION:** None
7. **OLD BUSINESS:** None
8. **OPEN DISCUSSION FOR ITEMS NOT ON THE AGENDA:** None
9. **CORRESPONDENCE RECEIVED:** None
10. **PLANNING COMMISSION MEMBERS COMMENTS:** None
11. **REPORT OF TOWNSHIP BOARD REPRESENTATIVE:** None
12. **REPORT OF PROFESSIONAL PLANNER:** None
13. **NEW BUSINESS:** None
14. **SETTING PUBLIC HEARING DATES:** January 15, 2019, 5:30 p.m.
15. **NEXT MEETING DATE:** November 29, 2018, 5:30 p.m.
16. **MOTION FOR ADJOURNMENT:** A motion to adjourn at 9:00 p.m. was made by Sue Buckner, seconded by Jim Kotecki and unanimously approved by the members.

Respectfully submitted:

Eloise Jarka, Secretary  
Sullivan Township Planning Commission