

CHARTER TOWNSHIP OF HARRISON  
HARRISON TOWNSHIP, MICHIGAN 48045  
PLANNING COMMISSION WORKSHOP MINUTES  
THURSDAY, OCTOBER 11, 2007 – 7:00 P.M.  
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A special workshop meeting of the Harrison Township Planning Commission was held on **Thursday, October 11, 2007 at 7:00 PM** in Rosso Memorial Hall located at 38255 L'Anse Creuse, Harrison Township, Michigan 48045.

**A. CALL MEETING TO ORDER:**

Chairman Tomenello called the meeting to order at 7:05 p.m.

**B. ROLL CALL:**

**PRESENT:** Members Mark Bacha, Doug McDougal, John Swiatkowski,  
Maria Zingas and Chairman Lawrence Tomenello

**ABSENT:** Member Bill Fowke – Excused  
Member Mike Rice - Excused

**ALSO PRESENT:** Patrick Meagher -Township Planner  
David Nummer – Township Engineer  
Vijay Parakh – Township Building Official  
Cynthia Chambos – Recording Secretary

**C. APPROVAL OF AGENDA:**

Motion by **Chairman Tomenello** supported by Member **McDougal** to approve the Agenda for the evening.

Ayes: 5, Nays: 0 Motion Carried.

**D. INTRODUCTION:**

Chairman Tomenello gave a brief overview of the workshop and then turned it over to Patrick Meagher and Dave Nummer to finish presenting the workshop.

Both Patrick and David gave their views on what was being proposed at tonight's meeting.

**E. WORKSHOP:**

**1) Planning Commission/Committee Procedures**

Dave Nummer and Patrick Meagher gave their thoughts and ideas on a better way to prepare applicants for the Planning Commission Meeting. Some of these are highlighted as follows:

- A) Tech Team – Concept Ideas Only (Two (2) per month)
- B) Full Site Plan Submittal
- C) Staff at Township offices will check petitioner's application for completion
- D) Engineer/Planner will review site plans and send a letter to the applicant letting them know if they are ready for second Tech Team meeting

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- E) If all issues are addressed at the second Tech Team meeting, the Engineer/Planner will send out letters stating that the applicant is ready to go in front of the Planning Commission
- F) Letters of recommendation will be sent to PC members. All documents submitted will be dated appropriately.
- G) Date of plans submitted with PC packets will be also noted on PC agenda
- H) PC will decide whether to approve, deny or table the case at the meeting
  - I) If approved, construction plans will be submitted
  - J) Construction plan review process begins
  - K) Sewer and Water are approved next
  - L) When approved, submit to MDEQ for permit and Water/Sewer permits pulled
  - M) If Engineering approves construction plans, they plans are submitted to Engineer, Planner, and Building Official for proper signatures
  - N) When plans have been signed off by Engineer and Planner, then PC Chairman signs off for final site plan approval.

**2) Seasonal Sales**

Chairman Tomenello gave a brief summary as to the changes that were needed in this ordinance. Several changes were made and a note was made to the Recording Secretary, Cindy, to set a hearing date with the Board of Trustees.

**3) Accessory Structure Provisions**

Chairman Tomenello gave a brief summary relative to the accessory structure provisions and a brief discussion took place regarding changes that needed to be made and proper interpretation of the provision. A note was made to the Recording Secretary, Cindy, to set a hearing date for the November 15, 2007, Planning Commission meeting, for this provision.

**4, 5, 6) These items were tabled to the next workshop, dated November 1, 2007 due to time issues for the evening.**

F. **SET NEXT WORKSHOP:** Thursday, November 1, 2007 @ 7:00 p.m. – Rosso Hall

G) **ADJOURNMENT:**

**MOTION BY MEMBER MCDUGAL SUPPORTED BY MEMBER SWIATKOWSKI TO ADJOURN THE WORKSHOP AT 9:45 P.M.**

**AYES: 7**

**NAYES: 0**

**MOTION CARRIED.**

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**Mark Bacha, Secretary**

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**Cynthia Chambos, Recording Secretary**

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**Date**