

**Highland Township Planning Commission
Record of the 1399th Meeting
June 1, 2023**

Roll Call:

Grant Charlick, Chairman - absent
Kevin Curtis - absent
Chris Heyn
Beth Lewis - absent
Roscoe Smith
Scott Temple
Russ Tierney
Guy York
Mike O'Leary - absent

Kariline P. Littlebear-Zoning Administrator

Visitors: 2

Vice Chairman Chris Heyn called the meeting to order at 7:32 p.m.

Agenda Item #1: Call to the Public: Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant is limited to 3 minutes.

Mr. Ken Harp, 3063 Browns Lane, stated that he would like to discuss the setback requirement for accessory structures in the ARR district. Mrs. Littlebear stated that this issue is on tonight's agenda under the Accessory Structures text amendment.

Work Session:

Agenda Item #2: Text Amendment: Temporary Land Uses, Accessory Structures, Home Occupations

Mr. Tierney stated that he believed that because the full board was not present that the remaining members should discuss the suggested changes but not make any final decisions. Mr. Temple thought that each of the four text amendment sections should be reviewed and voted upon separately.

Mrs. Littlebear reviewed the suggested text amendment language for Section 8.03 regarding accessory structures and uses. She stated that the changes suggested have been reviewed and approved by the Zoning Board of Appeals. Mr. Temple and Mr. York expressed concern that if a patio at grade is allowed to be as close as 1 foot from the property line, then people would want to put a gazebo or come kind of a canvas tent that close to the property line as well. Mrs. Littlebear explained that structures would need a permit and still have to meet setback requirements.

Mr. York made a motion to table the text amendment discussion for Section 8.03 to the next Planning Commission meeting so that a full board could be present and participate. Mr. Tierney supported the motion. Roll Call Vote: Mr. Heyn – yes; Mr. York – yes; Mr. Tierney – yes; Mr. Temple – yes; Mr. Smith - yes. The motion was approved with five yes votes.

Mrs. Littlebear reviewed the suggested text amendment language for Section 8.06 regarding home occupations. Mr. Smith asked why these suggestions have come before the Commission. Mrs. Littlebear explained that there are many people in Highland Township who have home occupations, and these are the suggestions that have come about from staff's conversations with these citizens. Mr. Smith stated that he has concerns regarding this ordinance amendment request as well as the short-term rental ordinance that had been discussed at a previous meeting. He commented that these two ordinances have the potential to change the character of the township more dramatically than any changes that he has seen in the 45 years that he's been on the Planning Commission. He noted that during the recent visioning session the majority of the participants stated that it was very important that the rural character of Highland be maintained. Mr. Smith stated that he felt that changing this ordinance to allow for signs on any residential lot would create a township that felt entirely commercial and not in keeping with the desire of the majority of the citizens of Highland. He stated that, with this change, every lot in Highland could be used for commercial purposes and have a commercial sign and would negate the reasons for having residential districts. Mr. Tierney stated that he felt that people should be able to use their property as they see fit.

Mr. York made a motion to table the text amendment discussion for Section 8.06 to the next Planning Commission meeting so that a full board could be present and participate. Mr. Tierney supported the motion. Roll Call Vote: Mr. Heyn – yes; Mr. York – yes; Mr. Tierney – yes; Mr. Temple – yes; Mr. Smith - yes. The motion was approved with five yes votes.

Mrs. Littlebear reviewed the suggested text amendment language for Section 4.15 regarding the setback for accessory structures in the ARR – Agricultural and Rural Residential District. She explained that when the Zoning Ordinance had been updated back in 2010 several residential districts had been consolidated and new setbacks established but the regulation for accessory structures in the new ARR district had been left out. This text amendment would be re-establishing the rule that had been in place and that is currently in place for the R-3 Single Family Residential District.

Mr. Temple made a motion to approve the text amendment for Section 4.15 and recommend it to the Township Board of Trustees for approval. Mr. York supported the motion. Roll Call Vote: Mr. Heyn – yes; Mr. York – yes; Mr. Tierney – yes; Mr. Temple – yes; Mr. Smith - yes. The motion was approved with five yes votes.

Mrs. Littlebear reviewed the suggested text amendment language for Section 4.16 regarding temporary land use permits. She explained that, currently, temporary land use permits are for 90 consecutive days only per calendar year but that the suggested language would allow for up to 180 days for mobile facilities such as food trucks. Further, the suggested language would provide the opportunity for a mobile facility to go through the site approval process in

order to be allowed a permanent land use permit. Mr. Temple stated that he felt that these were reasonable changes. Ms. Wendy Hiebert, 893 N. Hickory Ridge Rd, stated her belief that 180 days is not long enough.

Mr. Temple made a motion to approve the text amendment for Section 4.16 and recommend it to the Township Board of Trustees for approval. Mr. Tierney supported the motion. Roll Call

Vote: Mr. Heyn – yes; Mr. York – yes; Mr. Tierney – yes; Mr. Temple – yes; Mr. Smith - yes. The motion was approved with five yes votes.

Agenda Item #3: Call to the Public. Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant is limited to 3 minutes.

Agenda Item #4: Committee Updates

- Zoning Board of Appeals:
- Township Board:
- Highland Downtown Development Authority:
- Planning Director's Update

Committee updates were discussed.

Agenda Item #5: Minutes: May 4, 2023 and May 18, 2023

Mr. York moved to approve the minutes of May 4, 2023, and May 18, 2023, as presented. Mr. Tierney supported the motion. The motion was approved by a unanimous voice vote.

Adjournment:

At 9:08pm, Mr. Heyn made a motion to adjourn the meeting. Mr. Temple supported the motion. The motion was approved by a unanimous voice vote.

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/kpl