



Birch Run Township Planning Commission
Special Meeting Minutes
July 17th, 2024
11935 Silver Creek Dr., Birch Run, Michigan 48415

Call to Order of Meeting:

Chairman C.J. Norris called the July 17th, 2024, Special Meeting of the Birch Run Township Planning Commission (PC) to order at 19:04 with the Pledge of Allegiance.

Members Present:

C.J. Norris, Chair; Mike Marr, Vice-Chair; Mike Musial, Secretary; Fred Sheridan, Member. There is one vacancy on the Planning Commission.

Members Keith Jewell & Ed Munson were absent.

Motion by Marr seconded by Sheridan to excuse Jewell and Munson from the meeting.
Motion PASSED by unanimous voice vote.

Others Present:

Five (5) people were in the audience. Also present were Gretchen Nielsen, Zoning Administrator; Riley Kiessling, Recording Secretary; Ray Letterman, TWP Supervisor.

Agenda:

Motion by Sheridan seconded by Marr to approve the July 17th, 2024, Special Meeting Agenda as presented.
Motion PASSED by unanimous voice vote.

Approval of Meeting Minutes:

Motion by Sheridan seconded by Marr to approve the April 16th, 2024, Regular Meeting Minutes as presented.
Motion PASSED by unanimous roll call vote.

Motion by Marr seconded by Sheridan to approve the May 29th, 2024, Special Meeting Minutes as presented.
Motion PASSED by unanimous roll call vote.

Election of Officers:

To be done at the first meeting of 2025.

Public Comment on Agenda Items: 19:05 – 19:06

None

Public Hearing(s):

Pond Request: Parcel #05-10-6-26-1001-004: 19:06 – 19:16

Staff/PC Comments:

- The Zoning Administrator (ZA) gave a presentation on the application in front of the Planning Commission. Mentioned having gone through the Pond Checklist with the applicant. Currently no driveway permit, so no address, only a parcel #.
- PC mentioned requiring a profile sketch of the pond delivered to the ZA, as well as discussing a possible fence. The fence would need to be high enough to prevent access from where the berm is being proposed on the application.
- PC posed questions about pond aeration for stagnant water.

Applicant Comments:

- Applicant answered questions posed by the PC.

Public Comments:

- None

Motion by Marr seconded by Sheridan to conditionally approve a Pond Permit at Parcel #05-10-6-26-1001-004 with the following conditions: a temporary fence around the pond until they have occupancy approval for the parcel, as well as a cross-section profile of the proposed pond delivered to the ZA.

New Business:

None

Old Business:

None

Public Comment: 19:24 – 19:26

Public Comment was held.

Other:

It was noted that the Pond Ordinance appears to have a clerical error in defining the allowable construction beginning and ending times for ponds. Zoning Administrator to check in with Attorney on legal ways to fix, or if it can be considered a clerical error and simply switched.

Adjournment:

Motion by Sheridan seconded by Marr to adjourn at 19:26

Motion passed by unanimous voice vote.

Respectfully Submitted by:

Recording Secretary, Riley Kiessling

Mike Musial
Planning Commission Secretary