



# DEXTER TOWNSHIP

## PLANNING COMMISSION

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**CHAIR & ZBA REP.**  
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**VICE CHAIR**  
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**SECRETARY**  
GRETCHEN DRISKELL  
**EX-OFFICIO TWP. BRD.**  
CHANDRA HURD  
CHRISTINA MAIER  
ALICIA ABBOTT  
**COMMISSIONERS**  
  
JANIS MILLER  
**RECORDING SECRETARY**

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### REGULAR MEETING OF THE PLANNING COMMISSION

#### Tuesday, June 25, 2024

Present: Marty Straub, Chairperson; Steve Burch, Vice-Chair; Chandra Hurd, and Christina Maier. Absent: Tom Lewis, Alicia Abbott, Gretchen Driskell.

Also present: Consultant Grayson Moore, and Janis Miller, Recording Secretary.

1. **Call to Order:** Chairperson Straub called the meeting to order at 6:01 PM.
2. **Pledge of Allegiance:** Recited by all.
3. **Conflict of Interest:** No conflict of interest.
4. **Approval of Agenda:**  
*Moved by Burch, seconded by Maier, to approve the agenda as presented. All yeases.*  
**Motion carried 7 4-0**
5. **Public Comment:** (non-agenda items) Opened 6:03 PM. No public comments.
6. **Public Hearing:**
  - A. Public hearing to amend Section 19.06A(3) of the Zoning Ordinance to remove the 300-foot frontage requirement for special land use signs in both residential and agricultural districts.  
Discussion: This hinderance was first noticed when an applicant applied to the Zoning Board of Appeals for a commercial sign replacement in front of their property. The current sign is legally non-conforming and a new sign would require a Special Land Use Permit, providing it had a maximum sign area of 24 square feet. The ZBA has asked the Planning Commission to consider removing the 300-foot frontage requirement as there is no documentation as to why it was included in Section 19.06(A)(3) of the Zoning Ordinance.
7. **Action Item:**
  - A. Recommendation to Township Board on proposed Zoning Ordinance amendment to amend Section 19.06A(3) to remove the 300-foot frontage for special land use signs in residential and agricultural zoning districts.

Motion by Burch, based on the information provided by staff and during the initial review held at the Planning Commission meeting on May 28, 2024, the Planning Commission makes a favorable recommendation of the proposed text amendment “Modify Section 19.06 to correct technical and typographical errors and to allow an increase in sign square footage in both Residential and Agricultural Zoning Districts”, for Section 19.06 of the Zoning

Ordinance, specifically to the Township Board for the following reasons: 1. The zoning text amendment is compatible with the goals and policies of the Master Plan, and 2. The zoning text amendment is consistent with state and federal law. Motion seconded by Maier.

**Roll Call Vote: Yes-Hurd, Burch, Maier, Straub; No-none; Absent-Lewis, Abbott, and Driskell. Motion carried 4-0.**

**8. Discussion Items:**

**A. Single Family Checklist and Development Manual**

Discussion: This is not an Ordinance; it is a resource tool for developers and homeowners. Need to add compressor units and emergency generators to Table 16.5 in Section 16.35. The Permitted Building Coverage matrix needs correction. Development Manual page 3, need to use the full name of the “Multi Sewer Authority” – Multi Lakes Water and Sewer Authority. Development Manual page 38, need to update the Fee Schedule.

**B. Zoning Ordinance Amendments and Ordinance Review Committee work plan.**

Discussion: Section 16.14 – Porches, Decks, Patios, and Steps to allow the extension of these structures up to 35 feet from a waterfront, as a condition in the previous Zoning Ordinance; or retain the current Zoning Ordinance requirement of a 50-foot setback as described in Section 16.34.

**9. Approval of Planning Commission Minutes:**

*Moved by Maier, seconded by Burch, to approve the meeting minutes of May 28, 2024, as amended. All yeses. Motion carried.*

**10. Correspondence – DPZ Report None.**

**11. Township Board of Trustee Update: None.**

**12. Concerns of Commission Members, Director of Planning and Zoning, Supervisor, and Recording Secretary:**

**Consultant Moore** – there will be a Code Enforcement presentation to the Board of Trustees at their July meeting, with proposed options.

**Maier** – the Master Plan is on the Dexter Township website, accessed through the Planning Commission web page.

**Hurd** – how will the Board of Trustees adopted Zoning Ordinance amendments get into the PC and ZBA books? Consultant Moore will be working on that.

**Burch** – he suggests putting a footer on all revisions with the date and revision number.

**Straub** – who is doing quality control with the Zoning Ordinance amendments? Consultant Moore will be working on that.

**13. Public Comment:** Opened 7:53 PM. No public present for commenting.

**14. Future Agenda Items:**

*Documents regarding the agenda items can be obtained at the Township Hall during normal business hours, the Townships website: [www.dextertownship.org](http://www.dextertownship.org) and can be viewed on [ew.livestream.com/dextertownship.org](http://ew.livestream.com/dextertownship.org).*

Possibly:  
Renewable energy  
Accessory building setbacks

**15. Adjournment:**

Moved by Hurd, seconded by Maier, to adjourn. All yeses. Meeting adjourned at 7:56 PM.

Respectfully submitted,

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Tom Lewis, Secretary

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Janis Miller, Recording Secretary