

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
Tuesday, October 13th, 2020

Supervisor Ruzick called the board meeting to order at 6:36 pm

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor, Bonnie Osborne-Treasurer, Chantel Reyna-Clerk, Gary Stock- Trustee, Bruce Cutting-Trustee

Board Members Absent:

Also Present: Eleven guests

Motion by Osborne, second by Reyna to approve the agenda with moving item E. to item A. and item A. to item E. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**Public Comment:**

- Geoff Moffat – Van Buren County Road Commissioner
  1. There are currently 160 miles of road getting chip and seal. 100 miles of local and 60 miles of primary.
  2. Red Arrow project from 26<sup>th</sup> to the Village is complete.
  3. PASER ratings are complete with data coming out soon.
  4. VBCRC is endorsing the cape seal project on 60<sup>th</sup> Ave.
  5. Asset management plan currently in progress. Draft should be available in first quarter of 2021.
  6. Master plan for VBCRC is under works. Demographics of the County are changing.
  
- Paul Schincariol – Van Buren County Commissioner
  1. There have been position reappointments
  2. Budget complete
  3. Reapproval of Tony Meyaard for five years as Equalization Director.
  4. Van Buren court trials are currently being held at the Lawton Community Center.
  5. Reapproval of service agreement for Domestic Violence Coalition.
  6. Grant of \$52,000 was approved for secondary road patrol
  7. There have been 900 veteran services visits this year.

Consideration of previous minutes from September 8,2020 Township Board Meeting tabled until November 10, 2020 Township Board Meeting.

**Action on Planning Commission Recommendations:**

- A. Consideration of Special Land Use and Site Plan for proposed self-storage facility in General Commercial zoning district located at 29202 Red Arrow Highway Paw Paw, MI 49079 (Parcel # 80-02-009-013-02).**

Planning Commission recommends approval with conditions listed below.

1. The boundary lines of the subject properties shall be formally adjusted per the plans prior to building permitting.
2. The architectural plans shall be updated to indicate the height of all proposed buildings.
3. The architectural plans shall be updated to comply with façade articulation and building material requirements.
4. A cross-access easement shall be established to access the northern building prior to building permitting.

5. A compliant lighting photometric plan and acceptable lighting details shall be provided prior to site development and building permitting.
6. The landscape plan shall be provided to comply with front yard planting requirements prior to site development and building permitting.
7. The plan shall be updated to satisfy minimum parking and accessibility requirements prior to site development and building permitting. Parking spaces shall include bumper stops.
8. The plan shall be updated to indicate total lot coverage, not to exceed 50 percent.
9. The application shall install protective fencing prior to disturbance. The limits of disturbance should be tightly bound around the area of construction. Protective fencing must be installed to delineate preserved areas prior to site development.
10. Secure the following approvals:
  - a. Drain Commission.
  - b. Road Commission.
  - c. Health Department for office well and septic.
  - d. Fire Department

Motion by Stock, second by Cutting to approve Special Land Use and Site Plan for 29202 Red Arrow Highway with Planning Commissions conditions. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**B. Consideration of Special Land Use and Site Plan for proposed contractor's facility, Smart Septic located at 23599 Red Arrow Highway Mattawan, MI 49071 (Parcel # 80-02-001-031-20).**

Planning Commission recommends approval with conditions listed below:

1. The architectural plans shall be updated to comply with fenestration, facade articulation, and building material requirements prior to site development and building permitting.
2. The landscape plan shall be provided to comply with front yard planting requirements prior to site development.
3. If an outdoor dumpster use is planned, it must be screened within a compliant enclosure.
4. Outdoor storage of equipment, materials, and supplies is not permitted.
5. The lighting plan shall be updated prior to site development and building permitting to address the following:
  - a. Provide compliant mounting heights.
  - b. Provide the average to minimum ratio for the parking area.
  - c. Adjust lighting to ensure that illumination within the right-of-way does not exceed three (3) footcandles.
  - d. Provide average footcandles for the parking spaces only (2.4 footcandle average).
6. The applicant shall provide information concerning hazardous waste storage.
7. The landscaping plan shall be updated prior to site development and building permitting to address the following:
  - a. Shift required planting outside of the public right-of-way.
  - b. Increase the eastern buffer width to 25 feet.
  - c. Provide eight (8) additional evergreen trees between the paved area and the eastern property line.
8. Revise site plan to shift the building outside of the 15-foot side setback prior to site development and building permitting.
9. Revise site plan to shift the sign outside of the 15-foot front setback prior to site development and building permitting.
10. The application shall install protective fencing prior to site disturbance. The limits of the disturbance should be tightly bound around the area of construction. Protective fencing must be installed to delineate preserved areas prior to site development.
11. Secure the following approvals prior to site development and building permitting:
  - a. Drain Commission
  - b. Road Commission

- c. Health Department
- d. Fire Department

Motion by Osborne, second by Stock to accept the Planning Commission's recommendation with approvals. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**C. Consideration of Special Land Use and Site Plan for proposed off-site accessory non-commercial ground-mounted solar energy system for Suzanne Neumann located at 70101 Copper Blvd. Lawton, MI 49065 (Parcel # 80-02-148-018-00).**

Planning Commission recommends approval with conditions listed below:

1. The applicant provides a copy of the Nature Conservancy easement to cross land.
2. The system is shifted northward to comply with the 60-foot setback from the outside edge of the right-of-way (the plans reviewed show measurement from centerline).

Motion by Stock, second by Osborne to accept the Planning Commission's recommendations with conditions. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

**D. Consideration of Preliminary Site Condominium Plan for proposed 12-unit site condominium residential development for MJ&M Holdings, LLC. located on 56<sup>th</sup> Ave. Paw Paw, MI 49079 (southern portion of parcel #80-02-007-035-30).**

Planning Commission recommends approval of preliminary condominium plans with conditions of rezoning and land split.

Motion by Cutting, second by Stock to accept the Planning Commission's recommendations with conditions. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**New Business:**

**A. Resolution Commercial Rehabilitation Exemption Certificate at 23944 Red Arrow Highway Mattawan, MI 49071**

Motion by Osborne, second by Stock to adopt a resolution for Commercial rehabilitation exemption from 23944 Red Arrow Highway. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**B. RFP for property repairs and clean-up at 29697 64<sup>th</sup> Ave Lawton, MI 49065**

Zero bids were received to complete repairs. The Board discussed options of placing the RFP out for bid again, allowing the property owners additional time to complete clean up and repairs, or wait until Spring to republish the RFP. After discussion from the Board and homeowner, it was thought that allowing the homeowner some additional time would be a suitable decision.

Motion by Cutting, second by Stock to require, in writing, a timeline of when the required repairs and clean up would be done. The project will be tabled until the Board receives the written intentions from the homeowners. All voted in favor. Motion carries.

**C. Clerk request for election supplies**

Due to the ongoing pandemic, Clerk Reyna is requesting the purchase of sneeze guards to be placed in front of election inspectors while working elections.

Motion by Cutting, second by Osborne to allow for the purchase of sneeze guards for use at elections. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**D. Discussion VBCRC and use of sealcoat on primary roads**

The Township has received several calls regarding C.R. 652 and roads within the Village. Supervisor Ruzick will send a letter to the VBCRC addressing the concerns residents have. The Township feels cape seal would be a better solution than sealcoating.

**E. Deputy Clerk part-time position**

Clerk Reyna addressed the Board with a request to temporarily increase the part-time deputy hours to cover countless hours being spent on election preparation. Currently the position is for 30 hours a week. After discussion, it was thought that the position is working roughly 50-60 a week to complete all preparations.

Motion by Cutting, second by Stock to increase the hours for the Deputy Clerk position to 40 hours at regular pay and any additional hours at time and a half effective October 12, 2020. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

**Correspondence:**

- VBCRC weekly updates
- VBC Board of Commissioners summary

**Announcements:**

- None

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$210,154.70 in the general fund

*Building Activity- Chantel Reyna*

Antwerp: 15 permits for September including Building, Electrical, Mechanical, and Plumbing with fees of \$3,610.00

Almena: 22 permits for September including Building, Electrical and Mechanical with fees of \$4,608.00

*Van Buren District Library- Bruce Cutting*

No report

*Sunshine Branch Library- Bonnie Osborne*

2,388 visitors in September

*Lawton Fire Department- Bruce Cutting*

Short meeting. Paid the bills.

*Paw Paw Fire Department -Dan Ruzick*

Short Meeting

*Mattawan Fire Department - Bonnie Osborne*

No report.

*Mattawan Quick Response - Bonnie Osborne*

No report.

*Cemeteries - Chantel Reyna*

Three burials in September.

*Planning Commission* - Gary Stock

Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* - Gary Stock

No meeting.

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**Public Comment:**

None

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of 46,851.04.

Motion by Cutting, second by Stock to accept bills for payment. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:54pm.

Respectfully submitted by,

Chantel Reyna