

Marilla Township Planning Commission Meeting

Date: Friday, June 10, 2022, 3:00

Call to order: Mike Picciotti, Chair

Pledge

Present: new member, Steve Vegter, Township Board Rep., Mike Picciotti, Pat Ellis, Jan Thomas, Vic Ellis, Z.A., and Misty Cudney, Township Board clerk

Absent: none

The April 13th, 2022 minutes were read by secretary and approved: motion to approve, Mike P., second; motion carried.

Old Business:

Junk & Blight Ordinance: The County Planning Office has approved and returned the Junk & Blight Ordinance to the Township Board. Now the process will be for the Board to grant final approval and it is officially adopted as a “stand alone” ordinance. A new Zoning Ordinance Plan will be printed when all ordinances are final. There are some new ones yet to be developed regarding enforcement of the main ordinances and the junk and blight ordinance.

Removal of Temporary Trailers:

We discussed enforcement of the zoning plan ordinance regarding the required periodic removal or length of time one may remain on the property. Our township has a problem in that these temporary trailers are remaining permanently on the property instead of being removed in the required time. The Z.A., Vic Ellis, said that he would address the issue with property owners.

New Business:

Blight Enforcement:

Misty attended a recent workshop and secured helpful information to share with us. It was made clear to her that our township board must develop enforcement policies and procedures ordinances for both our main zoning ordinances and our Junk & Blight Ordinance. She provided model copies of a policies and procedures example that we will review. It could be adapted for our use. In addition, the Township Board must form a multi member municipal civil infractions “bureau” to manage and oversee enforcement.

No action can be taken to enforce our ordinances until the procedures and policies ordinances are formally adopted. These ordinances will require a public hearing before they are approved by the County Planning Dept. and the Marilla Township Board.

Complaint Form:

Mike P. brought a sample model complaint form which can be adapted for Marilla Township's use. All members plus the Z.A. approved of it and it will be passed to the Township Board for review .

Letter of Non-compliance:

Mike also composed a draft letter that can be used to issue a notice of non-compliance to the Junk & Blight Ordinance. This will be shared with the Township Board as well. It was suggested that it would be helpful to make certain that the property owner receive or have access to the ordinance also. This should be made available on our website. Misty reported that we do not need to send a certified letter. We can also "post" the infraction notice somewhere on the property. We stressed that we want to focus on compliance, not punishment.

Motion to Adjourn: Mike P. (1), Pat Ellis (2): carried

Adjourned at 4:15.

Next meeting: Wednesday, September 14, 2022, 6:30

Respectfully submitted, Jan Thomas, Secretary