

CHARTER TOWNSHIP OF BEDFORD  
**115 S. ULDRIKS DRIVE**  
**BATTLE CREEK, MICHIGAN,**  
**PLANNING COMMISSION MEETING MINUTES**  
**November 14, 2023**

**Call to Order:** by Chairman, Mike Staib at 6:30 pm

**Pledge of Allegiance administered by attending body.**

**Roll Call:** Chairman Mike Staib, Board Trustee, Stacy Greenwood, Commissioners: Barbara Jones, Shirley Tuggle, Tawney Wolters, Kevin Villadsen and Claudia Brown. Seven members present. Quorum present.

**Approval of November 14, 2023 Agenda:** It was moved by Trustee Greenwood, seconded by Commissioner Wolters to approve the agenda as presented. The motion was unanimously carried. Motion prevails.

**Approval of October 24, 2023 Minutes:** A motion was made by Commissioner Brown to approve the minutes. The motion was seconded by Commissioner Villadsen and unanimously carried. Motion prevails.

**Liaison report:** Trustee Stacy Greenwood reported that the Master Plan went to Board and was approved.

**Zoning Report: Building and Zoning Administrator: Cody McCarty**

- Now a Full-time employee. Congrats!
- Answering questions regarding our zoning process, working on 3 roof top Solar applications. Taking on-line Zoning programs from MSU 15 Hour course in January, 2024. Working on streamlining documents with Chair.

**Discussion of New Business:**

- a. **Public Hearing: A public hearing for the request of Chris Gordon, 113 Quail Street, Battle Creek, MI 49037; to rezone property he owns within the Township addressed as 3201 Michigan Ave, W Battle Creek, MI 49037. Parcel No. 04-029-006-02 from the existing "RB" Medium Density Residential District Zoning Classification to the "C" Commercial District Zoning Classification**

It was moved by Trustee Greenwood and seconded by Commissioner Villadsen and unanimously carried for public hearing on this application.

**Public Comment Time:** on rezoning request-Open at 6:41 pm

Public Comment Time Closed at 6:41pm-no comments.

Discussion: McKenna- Zoning Report Review for Re-Zone Request

- Re-zone request for “RB” Medium Density Residential to “C” Commercial
- Current Zoning Ordinance is still the prevailing ordinance until the updated Zoning Ordinance is approved
- Request was processed with the current Zoning Ordinance
- Based on McKenna’s analysis they gave a positive recommendation for the re-zone request
- Mr. Gordon (applicant) spoke to the possibility of putting a C-Store and Gas station on the parcel

**Chairman Staib reviewed the standards for a re-zoning request:**

- Consider all uses in proposed district
- Compliance with Master Plan
- Consistency with Zoning in general area
- Consistency and compatibility of general land use in the area
- Suitability of proposed uses in zoning district
- Adequacy of public services
- Traffic
- Identify public needs
- Citizen opposition-none

Moved by Commissioner Wolters, seconded by Commissioner Jones and unanimously carried to recommend this re-zone request from RB Medium Density Residential to “C” Commercial District to the Board for their review.

**Setting of meeting dates for 2024:** change meeting time to 6:00 pm-Discussion.

- Dates and times will be posted to the web-site. General Consensus.

**Review of Annual Report by Chairman Staib**

- Terms of Commissioners-3 renewing
- Review of the Bylaws
- Continued work on the Zoning Ordinance in 2024

**Discussion of Unfinished Business:**

Kyle from McKenna led discussion (a) Zoning Ordinances, sections 2,3,4 and 16. Shore up what we reviewed versus old:

- Continued review between current and draft ordinance
- Recommendation from McKenna to keep our renewable energy ordinances in the new draft ordinance
- Recommended review of lot size dimensions and coverage in all zoning districts for next meeting

- Recommended review of process and procedures regarding enforcement and review standards
- Continued review of definition section 16; updated lists to be provided to McKenna
- **Future discussions** by Chair Staib: Enforcement Officer/Procedure, Marijuana Ordinance, Alternative Energy Ordinances (Solar, Wind, Gravel Mining etc.) Short term rental, shooting range, and signs.

**Public Comment Time:** open at 8:45pm and closed Public Comment time at 8:45 pm no comments

**Planning Commission Member Time:** no comments

Chairman adjourned the meeting at 8:48pm

Next meeting Tuesday, January 23, 2024 at 6:00pm  
*Shirley Tuggle, Secretary*