



CASS COUNTY PLANNING COMMISSION

*Dan Stutsman • David Kring • Jayne Bailey • Richard Palmisano • Annie File
Roseann Marchetti • Samuel Barrera • Dianna McGrew • Tyler Augst*

Wednesday, May 22 at 4:00 PM

Cass County Building

120 N. Broadway

Conference Room 210

Cassopolis, MI 49031

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes — April 24, 2024
5. Public Comment
6. New Business
 - a) La Grange Township short-term rentals
7. Old Business
 - a) Master Plan
8. Other Business
9. Adjournment

CASS COUNTY PLANNING COMMISSION
April 24, 2024

The regular meeting of the Cass County Planning Commission was called to order by chairman Dan Stutsman at 4:00. Roll call was taken. In addition to Stutsman, commissioners present were: Roseann Marchetti, Annie File, Richard Palmisano, Dianna McGrew, Tyler Augst, Dave Kring and Jayne Bailey. Commissioner absent was: Sam Barrera.

Visitors present were Jerry Marchetti, Ontwa Township Supervisor, two Pokagon Township Delegates and Sandi Seanor, Member of Ontwa Township Planning Commission.

Marchetti made MOTION to accept the agenda with no changes, Kring was in support and the motion passed.

For approval of the March 27, 2024 minutes, File made the MOTION to accept minutes as written, Kring offered a second and the motion carried.

Lynn Schantz, visiting Pokagon Township delegate, announced that she would be running for District 4 Cass County Commissioner. Jerry Marchetti offered a much appreciated thanks to county and township commissioners for helping the business of the county to run smoothly.

Sandi Seanor presented changes to the Ontwa Township Zoning Ordinance that in general, removed building code references. It was noted that these changes are being made before the Update to the Master Plan for Ontwa Township. Kring made the MOTION to accept changes in zoning to Residential Dwelling (Section 3.26). Second by Palmisano. Motion passed.

Next MOTION was made by Marchetti to accept PA-116 application for tax parcel # 14-110-013-230-00 in Pokagon Township. File gave support and the motion carried.

MOTION offered by Kring in support of tax parcel # 14-120-209-016-00 of Porter Township to be rezoned from Mobile Home Park to Lake Residential Zoning Classification. Second was given by McGrew and the motion carried.

Marchetti mentioned that Silver Creek Township may still be interested in joining the County's Master Plan. (There is still enough time to decide as the cut-off date is May 10.)

MOTION brought forward by Augst to set Wednesday, June 26 as the open house date for the public to hear about the Master Plan. It will be held at the Road Commission building at 6:00. (Regular meeting will be held on the same date and locale as the open house but at 4:00, the usual time.) Second was made by Palmisano. Motion passed.

All comments on the Draft Survey Questionnaire for Cass County Master Plan as brought forth by McKenna must be sent or emailed to Chairman Stutsman by May 15. He will compile and present these comments for the regular May meeting, Wednesday, May 22.

MOTION was made and duly supported to adjourn meeting. Meeting ended at 4:35.

Jayne K. Bailey

Lagrange Township:

4/10/24
Planning
Mtg

Section: _____

Short Term Rentals

Purpose:

LaGrange Township finds that short-term rental properties bring many benefits to the Township & community, and as such, hereby expressly permits short-term rental properties.

As defined as rental periods of less than 28 days."

A) Permissible Zoning Districts.

"Short-term rentals are permitted in all areas of the Township, where residences are permitted."

B) Zoning Compliance Permit.

The owners of short-term rental properties shall register with the Township within 45 days of operating their short-term rental. (Question to Township of Fee Cost or Admin Cost Fee to register)

1. The property owner shall provide and certify to be true the following on a form provided by the Lagrange Township:

A) Name, address and telephone number of the owner and any local agent of the dwelling to be used as a short-term rental.

B) Property owner must certify that smoke alarms and carbon monoxide detectors shall meet current Township code requirements for residential rental properties."

C) Short-term Rental Regulations.

Dwellings used as a short-term rental are subject to the following requirements and standards.

1. Street Address. Must have a street number marker visible from the road.
2. Occupancy. Must not exceed the maximum allowed as per the rental agreement & as advertised.
3. Parking. The property owner must provide sufficient parking spaces to accommodate all renters' vehicles on their property. Any street parking is prohibited, where not allowed by law.
4. Compliance with Township regulations:

The short term rental property owner, renter, and renters guests of short-term rental shall comply with all applicable Lagrange Township regulations and ordinances, including but not limited to ,building codes, fire codes, noise, and garbage disposal.

5) Notice of Violation:

Should the property owner/local agent be notified that a renter or renters guest has violated any provision of this ordinance or any other ordinance or code adopted by Lagrange Township, the short-term rental property owner or local contact shall notify the renter of such violations as soon as possible and take action as necessary to prevent a reoccurrence .

Any reoccurrence of more than 2 violations within a calendar year period shall be investigated by the Township zoning administrator.

* moved and approved as presented by Lagrange Township planning board
w / Quorum of members
4/10/24

4/10/2024
7:00 Mtg.

Planning Mtg: LaGrange Township
Minutes

- ✓ Call to order 7:03
- ✓ Pledge : Guests : Ted Gogol -
- ✓ Roll Call - Jason R. Stump - Paul F. * Quorum ✓ Outlaw Absent:
- Agenda: published meeting.
- Minutes: Prior = None
- Public Comment: 7:10 - None
- Short Term Rentals - Discussion to 7:25

Motion to Approve Short term rental J. Roberts

Second by S Przybysz

Unanimous Vote ; Roberts
Przybysz
File

= 7:27 motion to Approve Verbage on Document
for Short Term Rentals

* Note Admin fee ^{or} Registration fee cost to be determined
by township Clerk + Treasury on Township board
4

7:29 Motion Adjourn Roberts
Second File

Adjourned 7:30

LaGrange Township Regular Meeting
April 15, 2024

Supervisor Wright called the meeting of the LaGrange Township Board to order at 7:00pm. The meeting was held at the Twp Hall. Pledge of allegiance was given in unison. Roll Call found Supervisor Rob Wright, Treasurer Naomi J. Criswell, Clerk Tasha E. McCoy, Trustee John Juroff, and Trustee Paul File present.

Public Comment opened at 7:01pm. Cass County Commissioner Mary Howie greeted the Board with a reminder of the Cass County Tire and Hazardous Materials Pick up Wednesday, April 24th between 3:00pm and 6:00pm at the Cass County Road Commission: 340 N. O'Keefe Street, Cassopolis, MI 49031.

Ted Gogol greeted the Board concerning short-term rentals in the Township. The neighbors of parcel ID 14040-011-004-00 reported Blight of rodents from property, vehicles, boats and other nuisances. The property address is 23224 Engle Street and it is a rental property. Discussion followed concerning the blight. Public Comment closed at 7:07pm.

Supervisor Wright made a motion to approve previous meeting minutes of March 18, 2024, seconded by Trustee File, motion approved at 7:07pm.

Treasurer's Report was presented to the Board. Clerk McCoy made a motion to approve the Final Settlement for Summer 2023 Taxes, the Final Settlement for Winter 2023 Taxes, and the Final Settlement for 2023 IFT Taxes, seconded by Supervisor Wright, motion carried at 7:08pm.

Communications were read by Supervisor Wright.

Trustee File made a motion to approve the Current Month Warrant Report totaling \$52,953.47, seconded by Trustee Juroff, motion carried at 7:13pm.

Unfinished Business: A proposed Resolution Confirming Appointments of Member Representative to the Michigan Township Participating Plan was not fulfilled. LaGrange Township is not appointing a representative for MTPP.

Fire/Ambulance Report: There was a Joint Meeting between Jefferson Township Board, Central Cass Fire Board, Village of Cassopolis Clerk and Treasurer and the LaGrange Township Board at 5:30pm on Monday, April 15, 2024. The purpose of the Joint Meeting was to clarify and document the fire districts within each township and to review the mechanism for funding of the Central Cass Fire Department. Fire Chief Locke informed the Board that there have been 24 runs in April by Cass Fire Dept.

Zoning Administrator Report: None.

ZBA/Planning Commission Reports: Trustee File discussed a recent LaGrange Township Planning Commission meeting on April 10, 2024 at 7:00pm. The PC decided on a proposal for a simple short-term rental agreement which was discussed by the Board. Trustee File made a motion to recommend the short-term rental agreement to include a \$100.00 one-time fee to register a short-term rental in LaGrange Township to the Cass County Planning Commission, seconded by Trustee Juroff and approved by roll call vote: 5 Yes, 0 No, 0 Absent, and 0 Abstained at 7:33pm.

Electrical/Mechanical/Plumbing Reports were provided to the Board.

Supervisor Wright made a motion to approve the Cass County Road Commission countywide dust control program for 2024, seconded by Clerk McCoy and approved by roll call vote: 5 Yes, 0 No, 0 Absent, and 0 Abstained at 7:36pm.

Supervisor Wright made a motion to approve the Ambulance Services Agreement with SMCAS, seconded by Treasurer Criswell and approved by roll call vote: 5 Yes, 0 No, 0 Absent, and 0 Abstained at 7:42pm.

