

NORWICH TOWNSHIP PLANNING COMMISSION MEETING

WEDNESDAY, Sept 18, 2024 7pm

7213 North Cypress Ave, Big Rapids, MI 49307

Approved Meeting Minutes

Call To Order: meeting called to order at 7:00pm

Pledge of Allegiance.

Attendance: Jill Gregory, Marcia Stroko, Richelle Boerma, Ezra Scott, Jennifer Kailing, Ruth Scott

Absent: Angela Barnes

Public Attendance: Tim Boerma and Nick Vawter

Approval of Minutes

1. June 26, 2024 meeting minutes: motion made by Jill Gregory to approve seconded by Jen Kailing. Motion carried
2. July 17, 2024 special meeting minutes: motion made by Ruth Scott to approve seconded by Marcia Stroko. Motion carried.

Zoning Administrators Report: presented by Nick Vawter

Unfinished Business:

- Subcommittee for the resident survey for master plan - Ruth Scott, Ezra Scott and Jill Gregory.
 - Received list of residents from Phyllis Carlson. will need to be updated with any changes prior.
 - Ruth Scott spoke to Ryan Coffey and he recommended compiling a list of questions for residents using the previous survey first which he can review and add questions relating to recent issues or concerns that have been addressed in the township.
 - We also need to determine the method to get surveys out to residents (mailing, mailing with taxes, other) and do we mail to everyone or only year round residents.
- The subcommittee will compile the list of questions for review and email out to all members for review.
- Will reach out to Ryan Coffey regarding which extension option for master plan that we will have to select for editing when adding the final data.

Public Comment:

- Tim Boerma and Nick Vawter both expressed that mailings should be sent to all residents regardless of year round residents or not.

New Business:

- Cemetery ordinance emailed to all members and current sexton Mark Wentland's summary of the duties he completes in the position. No date for official retirement.
 - All members to review the current cemetery ordinance and email Richelle Boerma. with any questions or proposed changes.
 - Discussed it would be important to have a job description and a rate of pay prior to moving forward.
 - Jill Gregory discussed Section 3 of ordinance is not clear on who makes the decision on who can be buried in plots that were purchased under another family member's name. Residents only?
Summarize any questions to Richelle Boerma via email.
- Wilcox township master plan has been sent to us for review and comments

- Ruth Scott to scan in and sent to all members

Public Comment:

- Ruth Scott presented a large patch of the invasive Japanese Knotweed that was found on the East side of the street across from the Township cemetery in the National Forest. Submitted a request to West Michigan CISMA and they have notified the US Forest Service. They will likely be out to treat the site in the spring of 2025. Need to increase the awareness of invasive species in Michigan and we could consider a mailing information on how to identify and where to report invasive species, consider with tax mailing

Adjournment: Jen Kailing made a motion for adjournment, Ezra Scott seconded at 7:52pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ruth Scott', with a long horizontal line extending to the right.

Ruth Scott, Secretary