

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on July 16, 2024, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:01 p.m.

Roll Call

Present: Buckley, Gross, Lapp, Olver, Squatrito, and Thering

Excused: Shingles and McDonald

Others Present

Rodney Nanney, Community and Economic Development Director; Peter Gallinat, Zoning Administrator; Tera Green, Administrative Assistant

Approval of Agenda

Olver moved Gross supported to approve the agenda as presented. Vote: Ayes: 6. Nays: 0. Motion Carried

Approval of Minutes

Olver moved Gross supported to approve the June 18, 2024 regular meeting minutes with a clerical correction. Vote: Ayes: 6. Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – Updated the Commission of the Board of Trustees action to adopt the Private Road Ordinance and the Sidewalk and Pathway Ordinance.
- B. ZBA updates by Buckley – No updates were given.
- C. Planning Commission acknowledged correspondence from Ben Gunning
- D. Community and Economic Development Monthly Report
- E. Other Reports

Public Comment

Open 7:13 p.m.

Ben Gunning, 2280 W Broomfield Rd., commented on updating the burn ordinance and expressed his thoughts on adding a relief clause to the Sidewalk and Pathway Construction Policies for an appeal process.

Closed 7:22 p.m.

New Business

A. Election of Secretary

Olver moved Buckley supported to appoint Commissioner Lapp as Secretary per the Planning Commission bylaws. Roll Call Vote: Ayes: Buckley, Gross, Olver, Squatrito and Thering. Nays: 0. Abstained: Lapp Motion carried.

Lapp moved Gross supported to appoint Commissioner Olver as Vice-Secretary per the Planning Commission bylaws. Roll Call Vote: Ayes: Buckley, Gross, Lapp, Squatrito and Thering. Nays: 0. Abstained: Olver Motion carried.

B. PTXT24-01 Zoning Ordinance Amendments – Section 11 (Signs)

- a. Introduction by staff
- b. Planning Commission discussion and questions
- c. Deliberation and action (to postpone action for further discussion or to request additional revisions, or to set a public hearing date)

Nanney presented the initial draft of proposed amendments to Section 11 (Signs) and Section 2.2 (Definitions) of the Zoning Ordinance for the purpose of establishing more flexible standards and updated requirements for various types of signs, and to resolve regulatory conflicts in the current ordinance.

The commissioners discussed the proposed updates.

Buckley moved **Lapp** supported to set a public hearing for the proposed amendments to Section 11 (Signs) and Section 2.2 (Definitions) of the Zoning Ordinance on August 20, 2024. **Roll Call Vote: Ayes: Buckley, Gross, Lapp, Olver, Squattrito, and Thering. Nays: 0. Motion carried.**

Other Business

A. Sidewalk and Pathway Construction Policies Update

- a. Introduction by staff
- b. Commission discussion and questions
- c. Commission deliberations and action (recommendation to the Board of Trustees for approval, approval with additional recommended changes, or rejection)

Nanney presented the revised set of proposed Sidewalk and Pathway Construction Policies, summarized the direction taken by the Board of Trustees during their review and final action on the proposed Sidewalk and Pathway Ordinance, and invited the Commissioners to consider any recommendations to the Board of Trustees on the updated draft policy resolution.

The commissioners deliberated on the proposed changes. A suggestion was made to revise the order of the language in Section 7.E Introduction and 7.E.3 to better clarify the statement's intent. The commissioners asked to review a clean copy of the amendments discussed at the meeting before making a recommendation to the Board of Trustees.

Extended Public Comments

Open: 9:19 p.m.

No comments were offered.

Closed 9:19 p.m.

Final Board Comment

Adjournment – Chair Squattrito adjourned the meeting at 9:19 p.m.

APPROVED BY:



Jessica Lapp – Secretary
Tom Olver – Vice Secretary

(Recorded by Tera Green)