

## ANNUAL REPORT

<b>TO:</b> Board of Trustees	<b>DATE:</b> November 17, 2020
<b>FROM:</b> Planning Commission	
<b>PROJECT:</b> 2020 Planning Commission Annual Report to the Board of Trustees	

In accordance with section 125.3819(2) of the Michigan Planning Enabling Act 33 of 2008, as amended, the Charter Township of Union Planning Commission presents its written annual report to the Board of Trustees:

2020 has been an eventful and active year for the Planning Commission, despite COVID-19 virus pandemic closures that cancelled meetings in March and April and moved the Commission to remote “electronic meetings” held via video and telephone conferencing. A total of eleven (11) meetings were held, including one (1) special meeting in June.

### **Development-related applications.**

The following is a summary of development-related applications that came before the Planning Commission for review and action:

1. Two (2) site plans were submitted for preliminary review and comment.
2. Ten (10) final site plan applications were reviewed and approved.
3. Two (2) special use permit applications were submitted. Public hearings were held for both applications. An application for a group child day care home located at 4175 E. Wing Rd. was recommended for Board of Trustees approval, which was subsequently granted. Action on other application, for a sand and gravel pit at the northeast corner of S. Lincoln Rd. and E. Millbrook Rd., was postponed with a request for additional information.
4. Two (2) home occupation permit applications were reviewed and approved.

### **Amendments to Zoning Ordinance No. 1991-5 and the Official Zoning Map.**

Two (2) Zoning Ordinance text amendments were reviewed by the Planning Commission. Hearings were held for both. The amendment to multi-use structure regulations was subsequently withdrawn by the applicant. The amendment to the lot definition and sand and gravel pit regulations was recommended for Board of Trustees adoption, which was done in July.

### **Adoption of the new Zoning Ordinance No. 20-06 and changes to the Official Zoning Map.**

The Planning Commission received the updated draft Zoning Ordinance in early March. The proposed Ordinance was posted for public review and comment in mid-March on a dedicated website for the Township and at the Township Hall. COVID19 delayed the Commission’s review

until May. A special New Zoning Ordinance Open House event was hosted online in late June by the Consultant, McKenna Associates, and a public hearing was held for the proposed Ordinance in July. With the addition of a list of final corrections, revisions and clarifications to the grading, stormwater management, application fee, escrow deposit, and performance guarantee provisions, the proposed Zoning Ordinance was recommended for Board of Trustees adoption after the July hearing. The new Zoning Ordinance No. 20-06 received final adoption by the Board of Trustees in September, after the state Zoning Act mandated period for county review and comment. The new Ordinance went into effect on 9/21/2020.

The development of the proposed Zoning Ordinance included an evaluation of the existing Residential and Business Districts. During this process, the R-5 (Single-Wide Mobile Home) District was identified by the Consultant as outdated and no longer fully consistent with applicable state laws and established housing-related case law in Michigan. To reduce duplication among the Township's "Highway Business" zoning districts (B-5, B-6, and B-7), which are similar in character and mix of land uses, a determination was made to also remove the B-6 (Auto-Related Highway Business District) from the updated Zoning Ordinance.

Two (2) sets of amendments to the Official Zoning Map to eliminate the R-5 and B-6 districts were proposed and reviewed in conjunction with the proposed Zoning Ordinance. These changes also were adopted and went into effect at the same time as the new Ordinance.

#### **Other Activity.**

The Planning Commission reviewed a guide to defensible decision making distributed by Rodney Nanney, the new Community and Economic Development Director, who was introduced in January. In addition, individual planning commissioners and staff participated during the year in available training sessions from the Michigan Association of Planning, the American Planning Association, and other sources.

The annual election of the Chair, Vice-Chair, Secretary and Vice-Secretary took place in May.

Commissioner Denise Webster completed her extended final term of office in August, as she was moving out of the area. We are grateful her service and many contributions to the community.

The Planning Commission began discussion of the Master Plan's goals and plan implementation priorities, with an initial focus on action items under the topic areas of housing, non-motorized transportation, and access management.

The Planning Commission also appointed Matt Mertz and re-appointed Jeremy McDonald to the Sidewalk and Pathways Prioritization Committee as Township resident representatives.

Respectfully submitted,

Phil Squattrito, Planning Commission Chair  
Alex Fuller, Planning Commission Secretary