

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on September 17, 2024, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:00 p.m.

Roll Call

Present: Browne, Gross, Lapp, McDonald, Shingles, Squattrito, and Thering
Excused: Olver (arrived at 7:07 p.m.)

Others Present

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

Approval of Agenda

Gross moved Lapp supported to approve the agenda as presented. Vote: Ayes: 7. Nays: 0. Motion Carried

Approval of Minutes

Gross moved Lapp supported to approve the August 20, 2024 regular meeting minutes with one minor correction. Vote: Ayes: 7. Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – Gave updates on the Board of Trustees August 14, 28, and September 11th meetings.
***7:07 p.m. Commissioner Olver arrived**
- B. Community and Economic Development Monthly Report
- C. Other Reports

Public Comment

Open 7:12 p.m.

Allison Bjerke, 975 S. Isabella Rd. spoke in favor of Union Township initiating a rezoning of lots on the east side of S. Isabella Rd. north of E. River Rd. from I-1 to R-1.

Closed 7:14 p.m.

New Business

A. Appointment of Vice Chair

Olver moved Thering supported to appoint Commissioner Shingles as Vice Chair per Planning Commission bylaws. Roll Call Vote: Ayes: Browne, Gross, Lapp, McDonald, Olver, Squattrito, and Thering. Nays: 0 Abstained: Shingles. Motion Carried.

B. Appointment of new Planning Commission Representative to the Zoning Board of Appeals

Gross moved Olver supported to appoint Commissioner McDonald as the Zoning Board of Appeals Liaison per Planning Commission bylaws. Roll Call Vote: Ayes: Browne, Gross, Lapp, Olver, Shingles, Squattrito, and Thering. Nays: 0 Abstained: McDonald. Motion Carried.

C. PTXT24-02 Proposed Zoning Ordinance amendments for administrative approval of final

site plans that fully conform to applicable ordinance standards, and expansion of nonconforming site provisions to apply fully to minor site plans subject to administrative approval.

- a. Introduction by staff
- b. Public Hearing
- c. Commission deliberation and action (recommendation to the Board of Trustees for approval, approval with additional recommend changes, or rejection; or postpone action for further discussion or request additional revisions)

Nanney introduced the PTXT24-02 Proposed Zoning Ordinance amendments requesting to change the approval process on final site plans that are in full compliance with all applicable standards allowing for administrative approval. And to allow the Zoning Administrator to apply Section 12.5 (Nonconforming Sites) provisions to minor site plan applications. This change would streamline the Township's development review process and free up items on the Planning Commission agenda.

Public hearing

Open: 7:26 p.m.

No comments were offered.

Closed: 7:27 p.m.

Commission deliberation.

Olver moved **Gross** supported to recommend to the Board of Trustees that the proposed Zoning amendments to Section 14.2 (Site Plan Review) and Section 12.5 (Nonconforming Sites) of the Zoning Ordinance No. 20-06 be adopted as presented. **Roll Call Vote: Ayes: Gross, Lapp, McDonald, Olver, Shingles, Squatrito and Thering. Nays: 0. Abstained: Browne. Motion carried.**

D. PRES24-01 Preliminary Site Plan for Isabella County Materials Recovery Facility Additions (4208 E. River Rd.)

- a. Introduction by staff
- b. Updates from the applicant
- c. Commission review of the site plan
- d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PRES24-01 Preliminary Site Plan for and expansion of the Isabella County Materials Recovery Facility Additions at 4208 E. River Rd. Nanney gave the background of the facility and reasoning for the expansion. Staff found that the plans more than met the provision of Section 12.5 in terms of the scope of improvements being proposed. Based on the findings, the staff is comfortable with recommending preliminary site plan approval.

Pete Lorenz, P.E. P.S. from Lorenz Surveying and Engineering, Inc., and Jake Borton, Facility Director, gave details of the preliminary site plan and the scope and intent of the proposed conversion of the facility to single-stream recycling for a multi-county region. Both were available for questions.

Commission deliberation.

Lapp moved **McDonald** supported to approve the PRES24-01 preliminary site plan dated August 22, 2024 for 11,220-square-foot additions to the Isabella County Material Recovery Facility at 4208 E. River Road in the northwest quarter of Section 11 and in the I-2 (General Industrial) zoning district, finding that the site plan can comply with the applicable Zoning Ordinance requirements for preliminary site

plan approval, including Section 14.2.S. (Standards for Site Plan Approval), subject to the following conditions.

1. Temporary relief from sidewalk construction is granted based on consistency with section B.2. of the Sidewalk and Pathways Construction Policy Resolution adopted by the Board of Trustees on August 28, 2024, provided that the request and reasons for granting temporary relief are added to the final site plan.
2. Resolve the remaining parking, sidewalk, exterior lighting, debris cleanup, and nonconforming site details on the final site plan.
3. Resolve the land combination or boundary adjustment application to bring all activities within the boundaries of one parcel prior to issuance of a building permit for this project.

Roll Call Vote: Ayes: Browne, Gross, Lapp, McDonald, Olver, Shingles, Squattrito and Thering.

Nays: 0. Motion carried.

E. Discussion of the R-1 and I-1 Zoning District boundaries on the east side of S. Isabella Rd. North of E. River Rd.; consideration of initiating a proposed rezoning of one or more lots from I-1 to R-1

- a. Introduction by staff
- b. Commission discussion and action

Nanney introduced the proposed rezone discussion based on the public comments made at the August 20th meeting. This item is being brought to the Planning Commission for consideration of initiating rezoning of one or more lots in the I-1 (light Industrial) District. To help facilitate the discussion, Nanney provided copies of the notes prepared from the family's public comment at the August meeting, a copy of the Planning Commission meeting minutes from 2015 where a rezoning application for the immediate lot to the north of 931 S. Isabella Rd. was considered and acted on by the Commission, and excerpts from the 1991 and current zoning maps showing the lots and I-1/R-1 zoning district boundaries.

The commission held a discussion regarding the proposed rezoning of one or more properties on the east side of S. Isabella Rd., North of E. River Rd. The commissioners emphasized the importance of consideration of the neighboring property owners. After further discussion and based on the current zoning map and the master plan's future land use designation for the lot at 943 S. Isabella Rd. as "Rural Buffer," the Planning Commission agreed it is appropriate to initiate a rezoning process for the lot at 943 S. Isabella Rd. (PID14-001-30-004-01).

Olver moved Browne supported to initiate a rezone of property 943 S. Isabella Rd. from I-1 to R-1. Roll Call Vote: Ayes: Browne, Gross, Lapp, McDonald, Olver, Shingles, Squattrito and Thering. Nays: 0. Motion carried.

F. Discussion of accessory dwelling regulations in Zoning Ordinance No 20-06

- a. Introduction by staff
- b. Commission discussion and action

Nanney provided accessory dwelling-related materials for the Commission to review in response to the Commission's request during the August 20th Regular Meeting to include this as a discussion item in September.

Nanney proposed if the commission wanted to make a change to the Zoning Ordinance, they could consider eliminating the special use requirement for accessory dwelling units in the R-2A and R-2B zoning districts where two-family dwellings are already allowed as a principal permitted use.

It was the consensus of the Commission to defer further discussion of Zoning Ordinance standards

for Accessory Dwellings to a future meeting.

Nanney also encouraged the commissioners to look at a specific link to the Planning Commissioners Journal, an online publication, which is specifically written for Planning Commissioners.

Discussion by the Commission.

Extended Public Comments

Open: 9:02 p.m.

Allison Bjerke, 975 S. Isabella Rd. commented on the complaints made against her property and assured that she is working to remedy the violations she received. Ms. Bjerke requested that the Township to consider initiating a rezone of her property that is also zoned I-1.

Closed 9:06 p.m.

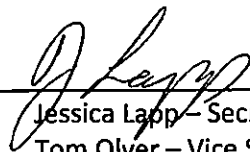
Final Board Comment

Squatrito – Informed newly appointed Commissioner Browne of the training opportunities that are available to the Commissioners.

Olver – Apologize for being late to the meeting.

Adjournment – Chair Squatrito adjourned the meeting at 9:08 p.m.

APPROVED BY:



Jessica Lapp – Secretary

Tom Olver – Vice Secretary

(Recorded by Tera Green)