

LIVINGSTON COUNTY PLANNING COMMISSION MEETING MINUTES

January 20, 2021

6:30 p.m.

- Virtual Meeting Held in Accordance with Public Act 228 of 2020 -

Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

PLANNING COMMISSION			
COMMISSIONERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> BRIAN PROKUDA JEANNE CLUM (6:40 ARRIVAL) MATT IKLE LAURA ABRAMSON </td> <td style="width: 50%; vertical-align: top;"> BILL ANDERSON DENNIS BOWDOIN BILL CALL </td> </tr> </table>	BRIAN PROKUDA JEANNE CLUM (6:40 ARRIVAL) MATT IKLE LAURA ABRAMSON	BILL ANDERSON DENNIS BOWDOIN BILL CALL
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COMMISSIONERS ABSENT:			
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB		
OTHERS PRESENT:	ROBERT HANVEY, MARION TOWNSHIP SUPERVISOR		

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Chair Prokuda at 6:30 PM.

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **ROLL AND INTRODUCTION OF GUESTS:** Roll call by Principal Planner Stanford indicated the presence of a quorum. There were no members of the public acknowledged in the audience at this time. Mr. Robert Hanvey, Marion Township Supervisor, joined the meeting at 6:45 PM.

Present:		
Prokuda	[X]	Location: Deerfield Township
Ikle	[X]	Location: Genoa Township
Anderson	[X]	Location: Howell Township
Bowdoin	[X]	Location: Conway Township
Abramson	[X]	Location: Hamburg Township
Call	[X]	Location: Handy Township
Absent:		Commissioner Clum (Howell Township) joined meeting at 6:40 PM

4. APPROVAL OF AGENDA

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA, AS PRESENTED, DATED JANUARY 20, 2021, SECONDED BY COMMISSIONER CALL.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Bowdoin [X] Abramson [X] Call [X] Anderson [X]

Nay: None.

Absent: Clum

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO APPROVE THE MINUTES, DATED DECEMBER 16, 2020, SECONDED BY COMMISSIONER ANDERSON.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: None.

Absent: Clum

6. CALL TO THE PUBLIC: No responses from the public.

7. ZONING REVIEWS:

A. Z-01-21 MARION TOWNSHIP. ZONING ORDINANCE AMENDMENT. ARTICLE XIII PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT, SECTION 13.04 PROCEDURE FOR REVIEW AND APPROVAL.

The Township wants to remove the current Section 13-04 from the Township Zoning Ordinance and place it into their new Township Engineering Development Standards document. This Section contains more of the nuts and bolts processes and requirements of the township's PUD process.

With the removal of said provisions above, the Township also wishes to add a new Section 13.04 to the Zoning Ordinance, which only provides determining factors for either minor or major changes to an approved PUD.

The Township believes making these changes will allow more flexibility to everyone involved in the PUD planning and development process.

Township Planning Commission Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their December 22, 2020 public hearing and planning commission meeting. There were a few comments from Commissioners during the discussion period noted in the meeting minutes regarding these new provisions.

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate. These proposed changes make good planning sense as related to previous similar changes undertaken by the township in the continued development of its Township Engineering and Development Standards document, and will also help to continue to create consistency and continuity between that document and the Township Zoning Ordinance.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER CALL.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

B. Z-02-21 PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE II TERMINOLGY, SECTION 340-7 DEFINITIONS.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the definition of lot coverage to eliminate decks as part of the calculated maximum lot coverage.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed amendment clarifies lot coverage definitions for the Township Zoning Ordinance.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

C. Z-03-21: PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE III GENERAL PROVISIONS, SECTION 340-19 F. HEIGHT OF ACCESSORY STRUCTURES.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the height of accessory structures based on zoning district and size of the lot.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed changes will align the Lakes Residential area height regulations with other zoning districts that are similar in character.

Commission Discussion: Commissioner Prokuda made mention that normally in lake districts, communities try to keep the height of structures low. Principal Planner Barb stated that this amendment was initiated by the township to make sure the current character in the lakes districts is preserved.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER IKLE.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

D. Z-04-21 PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE III GENERAL PROVISIONS, SECTION 340-39 MECHANICAL EQUIPMENT.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by creating a new subsection in Article III addressing Generators and HVAC Units.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed changes are adequate for the Township, but staff recommends including language regarding Livingston County mechanical inspections that include some of the items mentioned in this amendment.

Commission Discussion: Commissioner Prokuda mentioned that he was glad to see a time frame for operating generators was established, according to times manufacturers recommend exercising the generators.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

E. Z-05-21: PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE VI SINGLE FAMILY RESIDENTIAL DISTRICTS, SECTION 340-56, TABLE 11 SFR-SINGLE FAMILY DISTRICT REGULATIONS.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the height of rooflines in the Lakes Residential District.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed change is appropriate for the Lakes Residential District and the Ordinance.

Commission Discussion: Commissioner Ikle inquired whether the township is saying that in lakes districts you can't have 3 stories, because they consider a walk-out a story. He stated that due to the small size of lots on lakes, you can only build up a structure to get square footage. Principal Planner Barb stated the reason for the amendment was so that the lakes districts are better aligned.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 6-1

**Yea: Prokuda [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: Ikle [X].**

F. Z-06-21: PUTNAM TOWNSHIP. ZONING ORDINANCE AMENDMENT. ARTICLE X COMMERCIAL AND INDUSTRIAL DISTRICTS. SECTION 340-85 TABLE 32. TABLE OF USES FOR COMMERCIAL AND INDUSTRIAL DISTRICTS.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the uses allowed in the C2 General Business District.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed amendment is reasonable and appropriate.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0

**Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.**

8. OLD BUSINESS: None.

9. NEW BUSINESS: None.

10. REPORTS:

A. TREND ANALYSIS OF 2020 CASES. Director Kline-Hudson reviewed the number of rezoning, text, master plan and P.A. 116 amendments that were reviewed by the Livingston County Planning Commission in 2020. The total is very comparable to past years with nearly equal rezoning and text amendments.

B. UPCOMING 2021 PLANNING COMMISSION VISITS: Oceola Township Board of Trustees on February 2 and Hamburg Township Joint meeting of Trustees, Planning Commission and ZBA on February 24, 2021. Director Kline-Hudson asked if Planning Commissioners would email her if they can attend either of these remote meetings.

C. BROWN BAG LUNCH WILL BE HELD IN FEBRUARY 2021. Kline-Hudson stated that the date and topic are to be determined.

D. MEDC/CARES ACT GRANT UPDATES. Director Kline-Hudson stated that administration of this grant has been very rewarding because thus far Livingston County has been able to reimburse a total of \$67,615 to two local non-profits, and five townships for COVID-19 related expenses.

11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:

12. ADJOURNMENT:

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO
ADJOURN THE MEETING AT 7:05 P.M., SECONDED BY COMMISSIONER CALL.**

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: None.