

APPROVED
LIVINGSTON COUNTY PLANNING
COMMISSION MEETING MINUTES

March 17, 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%; border: none;">BRIAN PROKUDA</td> <td style="width: 50%; border: none;">BILL ANDERSON</td> </tr> <tr> <td style="border: none;">JEANNE CLUM</td> <td style="border: none;">DENNIS BOWDOIN</td> </tr> <tr> <td style="border: none;">MATT IKLE</td> <td style="border: none;">BILL CALL</td> </tr> </table> | BRIAN PROKUDA | BILL ANDERSON | JEANNE CLUM | DENNIS BOWDOIN | MATT IKLE | BILL CALL |
| BRIAN PROKUDA | BILL ANDERSON | | | | | | |
| JEANNE CLUM | DENNIS BOWDOIN | | | | | | |
| MATT IKLE | BILL CALL | | | | | | |
| COMMISSIONERS ABSENT: | | | | | | | |
| STAFF PRESENT: | KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB | | | | | | |
| OTHERS PRESENT: | TROY LANGER, HARTLAND TWP PLANNING DIRECTOR, PAUL FUNK, TROY SCHILLING | | | | | | |

1. **CALL TO ORDER:** Meeting was called to order by Planning Commission Chair Prokuda at 6:35 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. Members of the public were acknowledged in the audience.

| | | |
|--------------------|------------|-------------------------------------|
| Present: | | |
| Prokuda | [X] | Location: Deerfield Township |
| Ikle | [X] | Location: Genoa Township |
| Clum | [X] | Location: Howell Township |
| Anderson | [X] | Location: Howell Township |
| Bowdoin | [X] | Location: Conway Township |
| Call | [X] | Location: Handy Township |
| Absent: | | |

4. APPROVAL OF AGENDA

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA, AS PRESENTED, DATED MARCH 17, 2021, SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

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

Nay: None.

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO APPROVE THE MINUTES, DATED FEBRUARY 17, 2021, SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

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

Nay: None.

6. CALL TO THE PUBLIC: No members of the public wished to speak.

7. ZONING REVIEWS:

A. Z-07-21 HARTLAND TOWNSHIP. ZONING ORDINANCE AMENDMENT. ARTICLE 5 SITE STANDARDS. SECTION 5.26 SIGNS. 8.D. SIGNS FOR DRIVE-THROUGH ESTABLISHMENTS

The Hartland Township Planning Director explains the project history of this proposed zoning ordinance text amendment in a February 4, 2021 memo forwarded by the Township. In the memo he states the following: 1.) Hartland Township's current regulations allow for an approved drive-through business to have up to two (2) signs with a size limitation and specific location and they prohibit electronic signs 2.) The Hartland Township Planning Department has meet with representatives of the local McDonald's restaurant and they stated that the trend in the fast-food restaurant industry is to replace existing manual menu boards with digital menu boards that are easily maintained, typically smaller in size, and provide a cleaner look, and 3.) Although the request is specifically for the McDonald's restaurant at 10600 Highland Road, the request to modify the ordinance is much broader and could potentially apply to all businesses that have a drive-through lane and menu board. Since the original contact by McDonald's, the Planning Department has been contacted by other drive-through restaurants that desire a similar sign.

Township Planning Commission Recommendation: Approval. The Hartland Township Planning Commission recommended Approval of the zoning ordinance text amendments to Article 5 Sign Standards, Section 5.26.8.D, at their February 11, 2021 Planning Commission meeting. The minutes from the February 11, 2021 public hearing reflect that there was no public comment.

Staff Recommendation: Approval. The proposed text amendments recognize the changing signage needs of the fast-food industry

Commission Discussion: Commissioner Prokuda asked if the intent of the amendments included inverting colors for nighttime use. Troy Langer responded that the amendments are intended to be both business and resident friendly.

Public Comment: None.

Commission Action:

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

Motion passed: 6-0

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

B. Z-08-21: HANDY TOWNSHIP – REZONING

Current Zoning: RB- Residential B District

Proposed Zoning: RA – Residential A and MD Municipal District

Sections 11 and 14 / Handy Township

Township Master Plan:

The Township will be rezoning several parcels of land that are all designated as Medium Density Residential in the 2017 Handy Township Master Plan. These parcels are predominantly located along Cemetery Road (north to Sharpe Road and south to Van Riper Road) and Grand River Avenue. The Township Master Plan describes the Medium Density Residential designation in the following way:

‘The Medium Density Residential land use category is intended to provide for existing and future single-family detached residential neighborhoods with individual lot sizes of between approximately one-half (½) acre and 35,000 sq. ft., as well as typical support uses (such as schools, churches, parks, etc.). Overall densities within these areas, taking into account roads, storm water management, and open space, should generally not exceed one (1) dwelling unit per 35,000 sq. ft.’

The proposed rezoning is compatible with the Township Master Plan in that the Residential A District allows for 35,000 sq. ft. lots that may be reduced to ½ acre with public water and sewer availability. The Municipal District will be included with the next Township Master Plan update.

County Comprehensive Plan:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting good land governance.

Township Planning Commission Recommendation: Approval. The proposed rezoning was approved at the February 25, 2021 public hearing. There were minor comments at the public hearing that are noted in the meeting minutes.

Staff Recommendation: Approval. Staff believes the proposed rezoning of the subject properties are compatible with the Handy Township Master Plan and provide residents and the Township with more options and development flexibility.

Commission Discussion: Commissioner Ikle asked why the Township did not extend this zoning district to the east side of Cemetery Road. Principal Planner Barb stated that the east side of Cemetery Road is where the cemetery is located and Planning Commissioner Call indicated that this public use is Village of Fowlerville property.

Public Comment: None.

Commission Action:

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

Motion passed: 6-0

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

**C. Z-09-21 HANDY TOWNSHIP. ZONING ORDINANCE AMENDMENT.
CHAPTER 14 DISTRICT REGULATIONS; CHAPTER 22 MUNICIPAL DISTRICT**

The Handy Township Planning Commission is proposing to amend the Township Ordinance by amending Chapter 14 District Regulations and creating a new Chapter 22 for the Municipal Services District.

Township Planning Commission Recommendation: Approval. The proposed amendments were approved at the February 25, 2021 public hearing with only minor comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments are a reasonable addition to the Township Ordinance.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 6-0

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

8. OLD BUSINESS:

- A. Progress on Visits to Local Planning Commissions** – Review of recent visits and scheduling of attendance for future local planning commission meetings was discussed amongst Commissioners and Staff.
- B. Livingston County Airport Board** - Appointed members are Prokuda, Ikle, Anderson, Call and Bowdoin.

9. NEW BUSINESS:

- A. Planning Commission Vacancy** – Director Kline-Hudson stated that 17 resumes were received for the vacancy and interviews will be held with the top five.

- 10. REPORTS:** Director Kline-Hudson summarized the 2021 department work program for commissioners and briefly discussed some additions to the work program including projects that were recently integrated due to immediate need. Additional reports included a brief discussion on the recent brown bag lunch event held by County Planning on the U.S. 23 Flex Route project and the associated non-motorized connections. Planning Department YouTube channel now up and running.

11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC: None.

12. ADJOURNMENT:

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO
ADJOURN THE MEETING AT 7:40 P.M., SECONDED BY COMMISSIONER CLUM.**

Motion passed: 5-1

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

Nay: Ikle [X]