

**LIVINGSTON COUNTY PLANNING
COMMISSION MEETING MINUTES**

June 16, 2021

6:30 p.m.

Hybrid In-Person and Virtual Zoom Meeting

**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 MATT IKLE (via Zoom) JEANNE CLUM PAUL FUNK </td> <td style="width: 50%; border: none;"> BILL ANDERSON DENNIS BOWDOIN BILL CALL </td> </tr> </table>	BRIAN PROKUDA MATT IKLE (via Zoom) JEANNE CLUM PAUL FUNK	BILL ANDERSON DENNIS BOWDOIN BILL CALL
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COMMISSIONERS ABSENT:			
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB		
OTHERS PRESENT:	BRUCE POWELSON, MARION TWP/		

1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner Prokuda at 6:33 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: All commissioners were present at Livingston County Chambers except Matt Ikle.

Prokuda	[X]	Location: Livingston County Administration Building
Clum	[X]	Location: Livingston County Administration Building
Ikle	[X]	Location: Genoa Township
Anderson	[X]	Location: Livingston County Administration Building
Bowdoin	[X]	Location: Livingston County Administration Building
Call	[X]	Location: Livingston County Administration Building
Funk	[X]	Location: Livingston County Administration Building

Absent: None.

4. APPROVAL OF AGENDA

Planning Commissioner Bowdoin stated that he would be abstaining from Z-21-21 on the agenda due to his professional role with the Conway Township Airport.

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA, AS PRESENTED, DATED JUNE 16, 2021, SECONDED BY COMMISSIONER CLUM.

All in favor, motion passed.

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

Nay: None.

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO APPROVE THE MINUTES, DATED MAY 19, 2021, SECONDED BY COMMISSIONER BOWDOIN.

All in favor, motion passed.

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

Nay: None.

- 6. CALL TO THE PUBLIC:** Bruce Powelson stated that the draft of the Marion Township Master Plan is nearly complete. Director Kline-Hudson asked if the plan would be coming to the Livingston County Planning Commission for review in the near future. Bruce Powelson said that the plan should be coming through the normal channels of review.

7. ZONING REVIEWS:

A. Z-13-21 BRIGHTON TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 6 BUSINESS DISTRICTS, 6-02(B)(11) LIVE-WORK UNITS

The Brighton Charter Township Planning Commission proposes to add a new Section, entitled Section 6-02 (B)(11) - Live-Work Units to Article 6: Business Districts of the Township Zoning Ordinance.

Township Planning Commission Recommendation: Approval. The Brighton Charter Township Planning Commission recommended Approval of this zoning amendment at its May 10, 2021. There were two public comments regarding the master deed and by-laws.

Staff Recommendation: Approval. The proposed text amendments regarding live-work units provides a good initial foundational ordinance for the township in which to regulate this type of land use. All proposed elements appear to be reasonable and appropriate.

Staff Recommendation: Approval.

Commission Discussion: Commissioner Funk asked for clarification about Section (h) hours of operation. Commissioner Ikle asked about signage for live-work units. Principal Planner Stanford stated that live-work units will have to go through site plan review where many of these issues will be addressed.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

Nay: None.

B. Z-14-21 IOSCO TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 20 SUPPLEMENTAL PROVISIONS, SECTION 20.22 MEDICAL MARIJUANA

The Iosco Township Planning Commission proposes to add a new Section within its Supplemental Provisions Article (Article 20) of the Township Zoning Ordinance, entitled Section 20.22: Medical Marijuana.

Township Planning Commission Recommendation: Approval. The Iosco Township Planning Commission recommended Approval of this zoning amendment at its May 11, 2021. There were no public comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments appear to be a reasonable and appropriate initial means of regulating the desired use to continue to operate as described. The Township may need to reevaluate at some future date to assess the overall effectiveness of the proposed ordinance.

Staff Recommendation: Approval.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

Nay: None.

C. Z-15-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 11 INDUSTRIAL DISTRICT, SECTION 11.03 SPECIAL USES AND SECTION 11.06 SITE PLAN APPROVALS REQUIRED

Township Planning Commission Recommendation: Approval. The Conway Township Planning Commission recommended Approval of the zoning ordinance text amendments to Article 11 I Industrial District, Sections 11.03 and 11.06, at their May 10, 2021 Planning Commission meeting. The minutes from the May 10, 2021 public hearing reflect that there were no public comments.

Staff Recommendation: Approval. The proposed text amendments to Article 11. I Industrial District, better reflect the content and permit responsibilities of the Township.

Staff Recommendation: Approval.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

D. Z-16-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 16 PRIVATE ROADS, DRIVEWAYS AND ACCESS MANAGEMENT, SECTION 16.06 APPROVAL PROCESS

Township Planning Commission Recommendation: Approval. The Conway Township Planning Commission recommended Approval of the zoning ordinance text amendments to Article 16. Private Roads, Driveways and Access Management, Section 16.06 (A)(F)(G) Approval Process, at their May 10, 2021 Planning Commission meeting. The minutes from the May 10, 2021 public hearing reflect that there were no public comments.

Staff Recommendation: Approval. The proposed text amendments to Section 16.06 Approval Process, better clarify the site plan and land use permit requirements for private roads and private shared driveways in Conway Township.

Staff Recommendation: Approval.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

E. Z-17-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 8 R RESIDENTIAL DISTRICT, SECTION 8.06 ADDITIONAL SITE DEVELOPMENT REQUIREMENTS

Township Planning Commission Recommendation: Approval. The Conway Township Planning Commission recommended Approval of the zoning ordinance text amendments to Article 8. Residential District, Section 8.06 (B)(C)(D) Additional Site Development Requirements, at their May 10, 2021 Planning Commission meeting. The minutes from the May 10, 2021 public hearing reflect that there were no public comments.

Staff Recommendation: Approval. The proposed text amendments to Article 8. R Residential District, streamline and correct the language of Section 8.06.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

Nay: None.

F. Z-18-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 17 SIGN STANDARDS

Township Planning Commission Recommendation: Approval. The Conway Township Planning Commission recommended Approval of the zoning ordinance text amendments to Article 17, Sign Standards, at their May 10, 2021 Planning Commission meeting. The minutes from the May 10, 2021 public hearing reflect that there were no public comments.

Staff Recommendation: Approval. The proposed text amendments create comprehensive and clear language in Article 17. Sign Standards. The sign standards should be understandable to those implementing and regulating the ordinance, as well as those who will be referencing and following the sign regulations.

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] Clum [X] Ikle [X] Anderson [X] Bowdoin [X] Call [X] Funk [X]

Nay: None.

G. Z-19-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 7 AR AGRICULTURAL RESIDENTIAL DISTRICT, SECTION 7.06 ADDITIONAL SITE DEVELOPMENT REQUIREMENTS

Township Recommendation: Approval. The Conway Township Planning Commission recommended Approval of this zoning amendment at its May 10, 2021. There were no public comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments appear to be a reasonable and appropriate revision and clarification of site plan review and other development requirements in the AR-Agricultural Residential District.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

H. Z-20-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 10 C COMMERCIAL DISTRICT, SECTION 10.06 ADDITIONAL SITE DEVELOPMENT REQUIREMENTS

Township Recommendation: Approval. The Conway Township Planning Commission recommended Approval of this zoning amendment at its May 10, 2021. There were no public comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments appear to be a reasonable and appropriate revision and clarification of site plan review and other development requirements in the C-Commercial District.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

I. Z-21-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 6 GENERAL AND SUPPLEMENTARY REGULATIONS, SECTION 6.23 CONWAY TOWNSHIP AIRPORT ZONING ACT

Township Recommendation: Approval. The Conway Township Planning Commission recommended Approval of this zoning amendment at its May 10, 2021. There were no public comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments appear to be a reasonable and appropriate revision and clarification of the Conway Township Airport Zoning Act.

Commission Discussion: Commissioner Funk inquired about the MDOT documents being hard to read and was interested in reading them online.

Public Comment: None.

Commission Action:

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

Motion passed: 6-0-1 ABSTAIN

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

Nay: None.

Abstain: Bowdoin

J. Z-22-21 CONWAY TOWNSHIP, ZONING ORDINANCE AMENDMENT, ARTICLE 6 GENERAL AND SUPPLEMENTARY REGULATIONS, SECTION 6.22 KEEPING OF ANIMALS

Township Recommendation: Approval. The Conway Township Planning Commission recommended Approval of this zoning amendment at its May 10, 2021. There were no public comments noted in the minutes.

Staff Recommendation: Approval. The proposed amendments appear to be reasonable and appropriate.

Commission Discussion: Commissioner Funk inquired about the range of domestic animals. Commissioner Call stated that the Michigan Right to Farm Act defines what animals are domesticated.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

Nay: None.

8. OLD BUSINESS:

A. Capital Improvement Plan (CIP): Principal Planner Stanford gave an overview of the annual Capital Improvements Plan and the general process for completion of the document. Planning Commissioners asked a variety of questions regarding the 8 steps of the review process and joint CIP projects with local units of government.

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL AND FORWARD THE CAPITAL IMPROVEMENT PLAN TO THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS FOR THEIR APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0

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

Nay: None.

B. Visits to local Planning Commission meetings: Director Kline-Hudson discussed recent visits to Iosco and Hartland Township Planning Commissions that included presentations on The Livingston County Trails Plan. Commissioner Clum stated that it was very interesting to listen to the Hartland Township process of review for their very large special planning area at the eastern edge of the township. Commissioner Bowdoin attended Conway Township Planning Commission and stated that they will soon have a new Chair of the Conway Township Planning Commission.

There were no new meetings to schedule at this time.

9. NEW BUSINESS: Principal Planner Barb briefly discussed the Oak Grove/M-59 meeting that will be held on June 22, 2021.

10. REPORTS:

A copy of the 2021 Livingston County Work Program was distributed to each Planning Commissioner.

Michigan Association of Planning Memberships have been completed for Planning Commissioners.

Director Kline-Hudson stated that County Department Directors will be meeting with Livingston County Commissioners on June 24 to draft a new Livingston County Strategic Plan.

Director Kline-Hudson addressed the current Planning Commission appointment process and the new appointment process being discussed by the Livingston County Board of Commissioners.

Director Kline-Hudson addressed how the social equity chapter of the Livingston County Master Plan has been compared to the Huron-Clinton Metroparks Authority DEI plan and how this comparison is getting a lot of press. She discussed how the social equity chapter of the master plan addresses issues such as aging in place and the Asset Limited, Income Constrained, Employed (ALICE) program of the United Way; issues that pertinent to any Livingston County resident.

11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC: Commissioner Funk commented that he had complimented the current Planning Commission appointment process at one of the Board of Commissioners meetings on Zoom.

12. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO ADJOURN THE MEETING AT 8:10 P.M., SECONDED BY COMMISSIONER CALL.

Motion passed: 7-0

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

Nay: Ikle (in honor of the late Jim Sparks)