

**LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES**

November 18, 2020

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:	BRIAN PROKUDA JEANNE CLUM MATT IKLE LAURA ABRAMSON	BILL ANDERSON DENNIS BOWDOIN BILL CALL
COMMISSIONERS ABSENT:		
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB	
OTHERS PRESENT:	ZACH MICHELS- CARLISLE WORTMAN ASSOCIATES, REPRESENTING PUTNAM TOWNSHIP TOM LEWIS – ZONING ADMINISTRATOR, PUTNAM TOWNSHIP	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Chair Prokuda at 6:30 PM. Commissioner Chair Prokuda announced the following:
 “This meeting is being held virtually in accordance with PA 228 of 2020.”
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 two (2) members of the public acknowledged in the audience. Commissioner Anderson joined at 6:39PM

Present:
Prokuda [X] - Location: Deerfield Township
Clum [X] - Location: Howell Township
Ikle [X] – Location: Genoa Township
Anderson [X] – Location: Howell Township
Bowdoin [X] – Location: Conway Township
Abramson [X] – Location: Muskegon County
Call [X] – Location: Handy Township
Absent: None

3. APPROVAL OF AGENDA

Z-27-20 was moved to the top of the agenda to accommodate the guests representing that case who were present in the audience.

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO APPROVE THE AGENDA, AS AMENDED, DATED NOVEMBER 18, 2020, SECONDED BY COMMISSIONER CALL.

All in favor, motion passed.

**Yea: Prokuda [X] Ikle [X] Clum [X] Bowdoin [X] Abramson [X] Call [X]
(Anderson not present at time)**

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO APPROVE THE MINUTES, DATED OCTOBER 21, 2020, SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

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

6. CALL TO THE PUBLIC: None.

7. ZONING REVIEWS:

A. Z-26-20: IOSCO TOWNSHIP – ZONING ORDINANCE AMENDMENTS - ARTICLES 2, 6, and 8 REGARDING PERFORMANCE GUARANTEES FOR RAZING STRUCTURES, RECONSTRUCTION OF DESTROYED NONCONFORMING DWELLINGS AND ILLUMINATION OF SIGNS

The Iosco Township Planning Commission proposes to make the following amendments to the Township Zoning Ordinance regarding performance guarantees for razing structures, reconstruction of destroyed nonconforming dwellings and illumination of signs.

Township Planning Commission Recommendation: Approval. The Iosco Township Planning Commission recommended Approval of the text amendments at their October 13, 2020 public hearing and planning commission meeting. There were no public comments noted in the minutes supplied by the Township regarding the meeting.

Staff Recommendation: Approval. The proposed amendments are reasonable and appropriate.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

Motion passed: 7-0

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

B. MP-04-20: IOSCO TOWNSHIP MASTER PLAN

Livingston County Planning Department received correspondence from Iosco Township Planning Commission requesting Livingston County Planning Commission review and comment on the proposed new Iosco Township Master Plan (Draft July 2020). This request is in accordance with Section 41 of the Michigan Planning Enabling Act (P.A. 33 of 2008). This newly proposed Master Plan replaces the current Township Master Plan, which was adopted in 2016.

Township Planning Commission Recommendation: Final Approval Pending.

Staff Recommendation: Approval. That the Livingston County Planning Commission concur with staff's comments on the 2020 Iosco Township Master Plan and submits the foregoing comments to the Iosco Township Planning Commission.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN 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.

C. Z-27-20: PUTNAM TOWNSHIP – ZONING ORDINANCE AMENDMENTS - ARTICLE XII PLANNED UNIT DEVELOPMENT (PUD) DISTRICT

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by revising Article XII to allow for a more comprehensive PUD District. The revised article and sections will be amended to allow for additional controls over wetlands within the district, and the creation of Special Assessment Districts to maintain the amenities, infrastructure, and design elements of the district.

Township Planning Commission Recommendation: Approval. Comments from the public were mostly inquisitive in nature. The proposed amendments were approved at the October 14, 2020 public hearing.

Staff Recommendation: Approval. The proposed amendments are reasonable and will serve to strengthen the PUD regulations in Putnam Township.

Commission Discussion: Commissioner Ikle asked if the equestrian center be used for community events. Zach Michels, Carlisle Wortman Associates, stated that it will be available only to residents of the particular PUD, not the entire community. He also stated that Putnam Township worked very hard on these amendments and wanted to make sure the equestrian community within the township was properly accommodated to support that activity. Commissioner Clum stated that she really likes the amendments; they are very well done, and very comprehensive.

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.

**D. Z-28-20 DEERFIELD TOWNSHIP – ZONING ORDINANCE AMENDMENTS -
ARTICLE 13 RESIDENTIAL DISTRICTS AND ARTICLE 20 ACCESS, PRIVATE ROADS AND
SHARED DRIVEWAYS REGARDING THE R-1 MEDIUM DENSITY RESIDENTIAL DISTRICT**

The Deerfield Township Planning Commission is proposing to amend the Township Ordinance by revising sections of the ordinance that address residential districts, specific land uses, private roads and shared driveways.

Township Planning Commission Recommendation: Approval. There were no comments from the general public at the October 15, 2020 public hearing on the proposed amendments.

Staff Recommendation: Approval. The proposed Ordinance amendments are well written and will create additional residential districts offering more development flexibility.

Commission Discussion: Commissioner Prokuda asked about the lots that were non-conforming before this amendment, and what effect they would have on the Master Plan. Principal Planner Barb stated that he anticipates a new zoning map from the township fairly soon that will address these changes and bring these lots into compliance.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN 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-29-20: HAMBURG TOWNSHIP – ZONING ORDINANCE AMENDMENTS -
ARTICLES 2, 7, 8, and 9 REGARDING RIPARIAN LOTS**

The proposed text amendments are in regard to: Riparian Frontage Regulations

The Hamburg Township Planner explains the project history of this proposed zoning ordinance text amendment in a September 16, 2020 memo forwarded by the Township. He states that the Township Board directed staff at the 2020 joint meeting in February 2020 to propose an ordinance amendment that would add requirements for newly created lots that abut a waterbody to have minimum dimensions along the waterbody. In his subsequent analysis of this issue, he provides examples of newly created riparian lots in Hamburg Township that have created zoning administration challenges.

Township Planning Commission Recommendation: Approval. The Hamburg Township Planning Commission recommended Approval of the zoning ordinance text amendments to Articles 2,7,8, and 9 at their October 7, 2020 Planning Commission meeting. The minutes from the October 7, 2020 public hearing were not available at the time of this County Planning review.

Staff Recommendation: Approval. The proposed text amendments strengthen and clarify Hamburg Township zoning ordinance language regarding riparian frontage, lot width, setbacks and yard encroachments. It is very beneficial and rewarding to have a wonderful working relationship with Hamburg Township Planning Staff in which we work together on proposed revisions to develop the best product possible.

Commission Discussion: None.

Public Comment: None.

Commission Action:

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

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. Department Directors Meeting Regarding Covid-19 and County Operations
- b. Brown Bag Lunch December 2, 2020
- c. Commissioner Prokuda would like to assess progress and begin attending local township Planning Commission meetings virtually if necessary.
- d. 2020 Planning Department Accomplishments
- e. 2020 Planning Department Grants

11. **COMMISSIONERS HEARD AND CALL TO THE PUBLIC:** Commissioner Bowdoin stated that Conway Township Planning Commission has been meeting in person for the past two months and that he had attended the most recent meeting in person. Planning Department Director Kline-Hudson stated that she got word that Hamburg Township Planning Commission is also meeting in person. Tom Lewis, Putnam Township Zoning Administrator expressed that the Planning Department has done a great job on securing and administering all the grants this year.

12. **ADJOURNMENT:**

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO ADJOURN THE MEETING AT 7:42 P.M., 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.**