

**LIVINGSTON COUNTY PLANNING  
COMMISSION MEETING MINUTES**

**December 15, 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>**

<b>PLANNING COMMISSION</b>		
<b>COMMISSIONERS PRESENT:</b>	<b>BRIAN PROKUDA</b> <b>MATT IKLE (via Zoom)</b> <b>PAUL FUNK</b>	<b>BILL ANDERSON</b> <b>DENNIS BOWDOIN</b> <b>BILL CALL</b>
<b>COMMISSIONERS ABSENT:</b>		
<b>STAFF PRESENT:</b>	<b>KATHLEEN KLINE-HUDSON</b> <b>ROB STANFORD (via Zoom)</b> <b>SCOTT BARB</b>	
<b>OTHERS PRESENT:</b>	<b>TOM LEWIS, PUTNAM TOWNSHIP ZONING ADMINSTRATOR (via zoom)</b> <b>DAWNA (via zoom)</b>	

1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner 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. Members of the public were acknowledged in the audience.

**Present: All commissioners were present in Livingston County Chambers except Matt Ikle.**

<b>Prokuda</b>	<b>[X]</b>	<b>Location: Livingston County Administration Building</b>
<b>Ikle</b>	<b>[X]</b>	<b>Location: Genoa Township (via Zoom)</b>
<b>Anderson</b>	<b>[X]</b>	<b>Location: Livingston County Administration Building</b>
<b>Bowdoin</b>	<b>[X]</b>	<b>Location: Livingston County Administration Building</b>
<b>Funk</b>	<b>[X]</b>	<b>Location: Livingston County Administration Building</b>
<b>Call</b>	<b>[X]</b>	<b>Location: Livingston County Administration Building</b>

**Absent: None**

**4. APPROVAL OF AGENDA**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA, AS PRESENTED, DATED DECEMBER 15, 2021, SECONDED BY COMMISSIONER FUNK.**

**All in favor, motion passed.**

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

**Nay: None.**

**5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO APPROVE THE MINUTES, DATED NOVEMBER 17, 2021, SECONDED BY COMMISSIONER ANDERSON.**

**All in favor, motion passed.**

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

**Nay: None.**

**6. CALL TO THE PUBLIC: None.**

**7. ZONING REVIEWS:**

**A. Z-38-21: PUTNAM TOWNSHIP – REZONING**

**Current Zoning: RS-1-Single-Family Residential & AO-Agricultural Open Space**

**Proposed Zoning: RS-2-Single-Family Residential**

**Section 18**

**Township Master Plan:**

The Putnam Township Master Plan (2012) designates the subject parcel as Low Density Residential (3 to <5 acres). The Township Master Plan states the following regarding the Rural Preservation future land use classification:

*The LDR classification accommodates single-family development at relatively low to moderate suburban densities in areas located near existing residential development and the Village of Pinckney. These are semi-rural areas not significantly affected by environmental constraints, and on-site sanitary sewer service and water may be readily accommodated. LDR development patterns respond to and help preserve rural visual character by maintaining adequate setbacks and by minimizing the number of lots that directly front onto existing public streets and roads. Where no other options are available, homes must front onto existing streets.*

The Township Master Plan continues to state that the low-density residential classification is also used to preserve rural character and make efficient use of infrastructure. It is in this regard that the low-density classification shares a common goal with the agricultural and open space future land use classification. The requested zoning change is consistent with the future land use map as the permitted lot sizes in the RS-2 District are compatible with the Low-Density Residential area (3 to <5 acres).

**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 November 10, 2021 public hearing. There were no major comments indicated in the draft meeting minutes of the November 10, 2021 Putnam Township Planning Commission on the proposed rezoning.

**Staff Recommendation: Approval.** The proposed rezoning from AO/RS-1 to RS-2 is compatible with both the Putnam Township Master Plan and the Livingston County Master Plan.

**Commission Discussion:** Commissioner Bowdoin asked if this parcel was contiguous with the parcel that is already zoned RS-2. Principal Planner Barb answered in the affirmative.

**Public Comment:** None.

**Commission Action:**

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

**Motion passed: 6-0**

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

**Nay: None.**

**B. Z-39-21 HAMBURG TOWNSHIP, ZONING ORDINANCE AMENDMENTS.**  
**ARTICLE 2.00 DEFINITIONS, ARTICLE 7.00 DISTRICT REGULATIONS, AND ARTICLE 8.00 SUPPLEMENTARY PROVISIONS**

The proposed text amendments amend multiple sections of the Hamburg Township Zoning Ordinance, and are primarily focused on creating a Permitted Use Table that consolidates the uses allowed in each zoning district into a table format that is user friendly

**Township Planning Commission Recommendation: Approval with Conditions.** The Hamburg Township Planning Commission recommended Approval with Conditions of the zoning ordinance text amendments to Article 2.00 Definitions, Article 7.00 District Regulations, and Article 8.00 Supplementary Provisions, at their November 17, 2021 Planning Commission meeting. The condition was stated as: Add the intent of the PPRF Public and Private Recreational Facilities District to Article 7.4 Intent of Districts. This intent statement has already been added (Page 4 of the staff review).

The November 17, 2021 Planning Commission minutes were not complete at the time of this review.

**Staff Recommendation: Approval.** The proposed text amendments are very extensive and it is evident that it took months to revise these three articles. The new use tables A-D in Article 7.00 will be very helpful tools to interpret the Hamburg Township Zoning Ordinance.

**Commission Discussion:** Commissioner Ikle asked a question regarding farm products and what the definition entails. Commissioner Prokuda asked about the Neighborhood Service District and if they allow 2 different live/work units. Director Kline-Hudson confirmed they do allow two types of live-work units in this district. Commissioner Prokuda also asked about the suitability of live-work units in the Village Residential District. Kline-Hudson stated that VR zoning is located in the old Hamburg area which includes a mix of residential and commercial uses. Commissioner Bowdoin stated that he agrees with County Planning Staff comments that the use tables would be easier to utilize if the uses were listed alphabetically.

**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] Anderson [X] Bowdoin [X] Funk [X] Call [X]**

**Nay: None.**

**C. Z-40-21 DEERFIELD TOWNSHIP, ZONING ORDINANCE AMENDMENTS. ARTICLE 2 DEFINITIONS; ARTICLE 10 ZONING DISTRICTS AND MAP; ARTICLE 11 PUBLIC RESOURCE DISTRICTS; ARTICLE 12 AGRICULTURAL DISTRICTS; ARTICLE 13 RESIDENTIAL DISTRICTS; ARTICLE 14 BUSINESS DISTRICTS; ARTICLE 15 INDUSTRIAL DISTRICTS; ARTICLE 17 REQUIREMENTS FOR SPECIFIC LAND USES; ARTICLE 20 ACCESS PRIVATE ROADS & SHARED DRIVEWAYS.**

The Deerfield Township Planning Commission is proposing to amend several sections of the Township Ordinance that will consolidate all zoning district regulations into a single article within the Ordinance. There are additional amendments that include changes to definitions and frontage access requirements for private roads and shared driveways.

**Township Planning Commission Recommendation: Approval.** There were no public comments on the proposed amendments to the Ordinance at the November 18, 2021 public hearing.

**Staff Recommendation: Approval.** The proposed amendments to the Township Ordinance are well written and allow for easier access to zoning district regulations in one easy to understand Article.

**Commission Discussion:** Commissioner Call questioned whether prohibited uses can be allowed via a planning commission petition to initiate an amendment.

**Public Comment:** None.

**Commission Action:**

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

**Motion passed: 6-0**

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

**Nay: None.**

**8. OLD BUSINESS:**

- A. Visits to local Planning Commission meetings:** Planning Director Kline-Hudson noted that no additional planning commission visits are planned in 2021, and a total of 12 communities were visited in 2021. Commissioner Funk and Principal Planner Stanford reported on a very positive Oceola Township Planning Commission visit.
- B. Planning Commission Vacancies:** At the December 13, 2021, Board of Commissioners meeting, County Commissioners appointed Jason Schrock as the new Livingston County Planning Commission member to represent the education sector. A map of the geographic representation of each County Planning Commissioner was distributed and discussed.

**9. NEW BUSINESS – None.**

**10. REPORTS:**

- A. Postponement of November 22 Parks and Open Space Presentation** – This presentation has not been rescheduled.
- B. Annual highlights for year-end State of the County** – A report on County Planning Department 2021 highlights was distributed and briefly discussed.
- C. PC Consultant List** – Director Kline-Hudson distributed an updated list of the planning consultants that represent each local unit of government in Livingston County.

**11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:**

Commissioner Ikle briefly discussed the Asphalt Plant development that is proposed in Genoa Township. Commissioners and staff agreed that the Livingston County Planning Commission reviews a very narrow set of development criteria for rezoning amendments such as this.

Commissioners and staff briefly discussed the MSU Citizen Planner course and how it might teach residents the basics of planning and zoning.

**12. ADJOURNMENT:**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO ADJOURN THE MEETING AT 7:35 P.M., SECONDED BY COMMISSIONER BOWDOIN.**

**Motion passed: 5-1**

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

**Nay: Ikle [X] (in honor of the late Jim Sparks)**