

**LIVINGSTON COUNTY PLANNING COMMISSION  
MEETING MINUTES**

**May 15, 2019**

**6:30 p.m.**

**304 E. Grand River Ave., Howell, Michigan**

<b>PLANNING COMMISSION</b>		
<b>COMMISSIONERS PRESENT:</b>	<b>BRIAN PROKUDA JEANNE CLUM MATT IKLE</b>	<b>LAURA ABRAMSON BILL ANDERSON</b>
<b>COMMISSIONERS ABSENT:</b>	<b>CLAIRE STEVENS</b>	
<b>STAFF PRESENT:</b>	<b>KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB</b>	
<b>OTHERS PRESENT:</b>	<b>BRUCE POWELSON – MARION TOWNSHIP PLANNING COMMISSION</b>	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Prokuda at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL AND INTRODUCTION OF GUESTS:** None.
4. **MOMENT OF SILENCE IN MEMORY OF COMMISSIONER JIM SPARKS**
5. **APPROVAL OF AGENDA**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE AGENDA DATED MAY 15, 2019, SECONDED BY COMMISSIONER CLUM.**

**All in favor, motion passed.**

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

Draft minutes to be amended. Commissioner Abramson pointed out the misspellings of her name in the minutes and Commissioner Prokuda stated that his son's name is spelled "Mathew". Staff noted changes will be made to final approved minutes.

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE MINUTES OF THE PLANNING COMMISSION MEETING DATED APRIL 17, 2019, AS AMENDED, SECONDED BY COMMISSIONER ABRAMSON.**

**All in favor, motion passed.**

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

## 8. ZONING REVIEWS:

### A. Z-16-19: GENOA CHARTER TOWNSHIP, ZONING ORDINANCE AMENDMENTS - ARTICLE 3 RESIDENTIAL AND AGRICULTURAL DISTRICTS, SECTIONS 3.02 LISTING OF RESIDENTIAL DISTRICTS AND 3.04 DIMENSIONAL STANDARDS.

This proposed text amendment is to address a gap in residential density between the recommendations of the Master Plan and the district regulations of the Zoning Ordinance. The Genoa Charter Township Planning Consultant describes the situation as follows:

*The Small Lot Single Family Residential category in the Master Plan calls for single-family residential development of 2 to 3 dwelling units per acre of land. However, the comparable zoning districts of SR Suburban Residential and UR Urban Residential allow for a density of 2 to 2.4 units per acres respectively (when public sanitary sewer is available). The next zoning district in terms of density is MDR Medium Density Residential, which allows for just over 4 units per acre.*

There is currently nothing in the Zoning Ordinance that properly addresses the density gap between 2 and 4 units per acre.

Therefore, the Genoa Charter Township Planning Consultant recommends an amendment to the existing UR Urban Residential District lot area requirements to remedy this residential density gap.

**Township Planning Commission Recommendation: Approval.** The Genoa Charter Township Planning Commission recommended Approval of the Zoning Ordinance Text amendment to Article 3 at their April 8, 2019 meeting. There were no public comments at the April 8, 2019 public hearing for the proposed text amendment.

**Staff Recommendation: Approval.** The proposed amendment to a minimum lot area of 14,500 sq. ft. in the UR Urban Residential District results in a density of 3 units per acre which better coordinates with the corresponding Small Lot Single Family Residential category in the Genoa Township Master Plan.

**Commission Discussion:** None.

**Public Comment:** None.

**Commissioner Action:**

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

**Motion passed: 5-0**

### B. Z-17-19: HANDY TOWNSHIP, ZONING ORDINANCE AMENDMENTS - ARTICLE II: DEFINITIONS AND ARTICLE XIX SIGN REGULATIONS.

The Handy Township Planning Commission is proposing to amend the Township Zoning Ordinance by creating a new section for private solar energy systems and new special use standards for solar energy facilities.

**Township Planning Commission Recommendation: Approval.** There were no comments at the April 25, 2019 public hearing on the proposed text amendments

**Staff Recommendation: Approval.** The proposed text amendments are compatible with the Handy Township Zoning Ordinance.

**Commission Discussion:** Commissioner Abramson had a question about setbacks and the 100' setback from any participatory versus non-participatory property line. Principal Planner Barb provided further explanation regarding the proposed definitions for each instance and the requirements for each. Commissioner Ikle inquired about the proposed metering requirement. He believes the requirement should also indicate who is responsible for enforcing it. Additionally, the Township should consider requiring a bond in an amount matching the total cost of decommissioning and restoring the use to its original condition. Principal Planner Barb will include this recommendation to the Township in the official follow-up letter to the Handy Township Board of Trustees regarding County Planning Commission decisions.

**Public Comment:** None.

**Commissioner Action:**

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

**Motion passed: 5-0**

## 9. OLD BUSINESS:

### A. Report on APA Award Nomination

Planning Department Director Kline-Hudson briefly described the two APA Michigan award nominations that were submitted April 30, 2019.

### B. Progress on visits to local Planning Commission meetings

Planning Staff and Planning Commissioners discussed the final three meetings to be attended at the Village of Pinckney, City of Howell and Unadilla Township. Planning Commission Chair Prokuda asked County Planning Commissioners to make a request at these planning commission visits, that the local government send a representative to the Livingston County Planning Commission meeting when their community has a case on the agenda.

## 10. NEW BUSINESS:

### A. Review and Adoption of the 2020-2025 Livingston County Capital Improvement Plan - Resolution

Principal Planner Stanford provided a brief summary of the findings of the 2020-2025 Livingston County Capital Improvement Plan to the Commissioners. Commissioner Clum thanked Planning Staff for the time and effort put into this document annually. Principal Planner Stanford asked for Approval of the proposed Resolution accepting the document and forwarding it to the County Board of Commissioners for their receipt, approval and permanent filing.

**Commissioner Action:**

**Commissioner Action:** IT WAS MOVED BY COMMISSIONER CLUM TO RECOMMEND APPROVAL OF THE PLANNING COMMISSION RESOLUTION. SECONDED BY COMMISSIONER ANDERSON.

**Motion passed: 5-0**

### B. Planning Commission Posting

Planning Director Kline-Hudson provided a brief update on the on-going search for a Planning Commissioner that will represent Agriculture.

**C. Certificate of Service to the Family of Jim Sparks**

Planning Commissioners discussed the most appropriate manner in which to honor and memorialize Planning Commissioner Jim Sparks' 30-plus years of service to the Planning Commission. It was agreed that he will be honored by both the Livingston County Planning Commission and the Livingston County Board of Commissioners. County Planning Staff will attempt to schedule this recognition for the June 10, 2019 County Board of Commissioners meeting.

**11. REPORTS:**

**A. Staff Report:**

Director Kline-Hudson briefly highlighted upcoming happenings and issues related to the County Planning Department.

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

Bruce Powelson, member, Marion Township Planning Commission, stated that the Marion Township Planning Commission and Township Board are having an upcoming joint meeting to begin working on the update to their Master Plan.

He also stated that the owner of Spirit of Livingston retail store had a close friendship with Jim Sparks for many years, and perhaps they could create a memorial plaque for him that the Planning Commission would present to the family.

Commissioner Prokuda briefed the rest of the Commissioners regarding the proper way to handle "Right To Vote-Right To Abstain" procedures according to Robert's Rules of Order.

**13. ADJOURNMENT:**

**Commissioner Action:** IT WAS MOVED BY COMMISSIONER ANDERSON TO ADJOURN THE MEETING AT 8:06 P.M., SECONDED BY COMMISSIONER CLUM.

**Motion passed: 3-2 (Ikle, Abramson – Nay)**