



**Planning Commission
Regular Meeting
December 19, 2017
7:00p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
 - 11-21-2017 Regular Planning Commission Meeting
5. CORRESPONDENCE / BOARD REPORTS
 - Boards and Commissions Expiration Dates
6. APPROVAL OF AGENDA
7. PUBLIC COMMENT: Restricted to (3) minutes regarding issues not on this agenda
8. PUBLIC HEARINGS
9. NEW BUSINESS
 - A. Adoption of 2018 Regular Meeting Schedule for Planning Commission
Action: Adopt calendar as presented or with changes
10. OTHER BUSINESS
 - A. Adoption of 2017 Charter Township of Union Master Plan (From 11/21/17)
Action: Adopt Plan and forward to the Board of Trustees for Adoption
11. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
12. FINAL BOARD COMMENT
13. ADJOURNMENT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Norm	Woerle	11/20/2020
2-Chair	Phil	Squatrito	2/15/2020
3- Vice Chair	Bryan	Mielke	2/15/2018
4-Secretary	Alex	Fuller	2/15/2020
5-Vice Secretary	John	Zerbe	2/15/2018
6	Ryan	Buckley	2/15/2019
7	Denise	Webster	2/15/2020
8	Erik	Robinette	2/15/2018
9	Dwayne	Strachan	2/15/2018
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Tim	Warner	12/31/2019
2-PC Rep / Vice Chair	Bryan	Mielke	2/18/2018
3-Vice Secretary	Jake	Hunter	12/31/2019
4-Secretary	Mike	Darin	12/31/2019
5	Paul	Gross	12/31/2018
Alt. #1	Andy	Theisen	12/31/2019
Alt. #2	Taylor	Sheahan-Stahl	2/15/2018
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2018
2	James	Thering	12/31/2018
3	Bryan	Neyer	12/31/2018
Alt #1	Mary Beth	Orr	1/25/2019
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Laura	Coffee	12/31/2018
2	Mike	Lyon	12/31/2018
3	Jay	Kahn	12/31/2018
4	Phil	Mikus	11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2017
2	Richard	Klumpp	12/31/2017
3	Andy	Theisen	12/31/2017
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2018
2	John	Dinse	12/31/2017
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Thomas	Kequom	4/14/2019
2	James	Zalud	4/14/2019
3	Richard	Barz	2/13/2021
4	Robert	Bacon	1/13/2019
5	Ben	Gunning	11/20/2020
6	Marty	Figg	6/22/2018
7	Sarvjit	Chowdhary	1/20/2018
8	Cheryl	Hunter	6/22/2019
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	Mark	Perry	3/26/2018
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2020
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Brian	Smith	12/31/2019
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 BOT Representative	Phil	Mikus	7/26/2019
2 PC Representative	Denise	Webster	8/15/2018
3 Township Resident	Sherrie	Teall	8/15/2019
4 Township Resident	Jeremy	MacDonald	10/17/2018
5 Member at large	Barbara	Anderson	8/15/2019

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting

A regular meeting of the Charter Township of Union Planning Commission was held on November 21, 2017 at the Township Hall.

Meeting was called to order at 7:03 p.m.

Roll Call

Present: Buckley, Fuller, Mielke, Robinette, Squattrito, Webster, Woerle, & Zerbe

Excused: Strachan

Others Present

Township Planner, Peter Gallinat and Secretary, Jennifer Loveberry

Approval of Minutes

Fuller moved **Webster** supported the approval of the October 17, 2017 regular meeting minutes with corrections. **Vote: Ayes: 8 Nays: 0. Motion carried.**

Fuller moved Webster supported the approval of the October 24, 2017 special meeting minutes as presented. **Vote: Ayes: 8 Nays: 0. Motion carried.**

Correspondence / Reports

- Woerle updates from the Board of Trustees.
- Webster updates from the Sidewalk / Pathway Prioritization Committee.
- Squattrito reminded the Planning Commissioners, who have terms expiring, to submit an application to the Township to be considered for reappointment.

Approval of Agenda

Fuller moved **Woerle** supported approval of the agenda as presented. **Vote: Ayes: 8 Nays 0. Motion carried.**

Public Comment – Open 7:12 p.m.

No comments were offered.

Public Hearing

New Business

- **Recusal** – Alex Fuller declared a conflict of interest and requested to recuse himself from Item A.

A. SPR 2017-09 Jump Station Expansion McGuirk Mini Storage, Inc.

Location: 2422 E. Broomfield Rd. PID 14-028-10-002-01

Peter Gallinat, Township Planner, gave a brief introduction explaining that the applicant would like to construct a new building located between the two (2) existing structures for the expansion

of the Jump Station business. If SPR 2017-09 is approved, this plan will replace the previously approved site plan.

Tim Beebe, CM & D, represented the applicant and answered questions from the Planning Commissioners.

Robinette moved **Woerle** supported to recommend approval of SPR 2017-09 Jump Station Expansion, McGuirk Mini Storage to the Board of Trustees with the following conditions: comply with all outside agency reviews and requirements, and sidewalk placement to be worked out administratively by Township Staff and the County Drain Commissioner.

Vote: Ayes: 8 Nays 0. Motion carried.

B. Adoption of 2017 Charter Township of Union Master Plan

Mielke moved **Buckley** supported to postpone until the December 19, 2017. **Vote: Ayes: 8 Nays 0. Motion carried.**

C. 2017 Annual Planning Commission Report

Fuller moved **Woerle** supported approval of the 2017 Annual Planning Commission Report and forward to the Board of Trustees. **Vote: Ayes: 8 Nays 0. Motion carried.**

D. RFP Zoning Ordinance Draft

Webster moved **Zerbe** supported to send out RFP after minor corrections made. **Vote: Ayes: 8 Nays 0. Motion carried.**

Other Business

Extended Public Comment –open 9:07 p.m.

Tim Beebe, CM & D, 510 E. Pickard – Commented on Future Land Use Map on the Draft Master Plan.

Final Board Comment

Peter Gallinat – Mentioned that the Sidewalk/Pathway Committee meets Monday, November 27 at 7 p.m. if any Commissioner would like to share their concerns/thoughts with the Committee.

Adjournment – Chairman Squattrito adjourned the meeting at 9:18 p.m.

APPROVED BY:

Alex Fuller - Secretary
John Zerbe – Vice Secretary

(Recorded by Jennifer Loveberry)



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TO: Planning Commission
FROM: Township Planner
FOR: December 19, 2017 PC Meeting

NEW BUSINESS

SUBJECT: A) Regular Zoning Board of Appeals meeting dates 2018

History: The Planning Commission has met once a month in the past.

Objective of board: Adopt the proposed Planning Commission meeting schedule for 2017 as presented. This includes meetings on the third Tuesday of the month each month at 7pm. This schedule includes one joint board meeting on August 29, 2018 at 7pm.

Recommend adoption of Twelve (12) regular scheduled meetings for 2018 and one (1) joint meeting on August 29, 2018 as presented

- Twelve (12) regularly scheduled meetings a year continues to provide monthly access to the Planning Commission for applicants.
- The board will still be able to call special meetings with the workload justifies needing them. Additionally, applicant will still be able to pay for special meetings in-between the regular scheduled meetings.

OTHER BUSINESS

SUBJECT: A) Adoption of 2017 Charter Township of Union Master Plan

History: On October 24, 2017 the Planning Commission, at a special meeting held a public hearing for the adoption of the 2017 Master Plan. This hearing was held following an Open House for public input on the 2017 Master Plan Draft. Final edits have been made to the draft plan since the October meeting for Adoption by the Planning Commission.

On November 21, 2017 the PC held off from adopting the plan in final form and forwarding to the Board of Trustees. The board decided to further review the Plan for Adoption at the December meeting.

Objective of board: Review and approve the final edition of the Master Plan. Following the Planning Commission's approval the same Master Plan must be forwarded and adopted by the Board of Trustees.

Peter Gallinat
Twp Planner

CHARTER TOWNSHIP OF UNION

Scheduled Meetings for 2018



BOARD OF TRUSTEES: *(Second and Fourth Wednesday of each Month)*

January 10	May 9	September 12
January 24	May 23	September 26
February 14	June 13	October 10
February 28	June 27	October 24
March 14	July 11	November 14
March 28	July 25	November 28
April 11	August 8	December 12
April 25	August 22	December 19

ZONING BOARD OF APPEALS: *(First Wednesday of each Month)*

January 3	April 4	July 10 (Tuesday)	October 3
February 7	May 2	August 1	November 7
March 7	June 6	September 5	December 5

PLANNING COMMISSION: *(Third Tuesday of each Month)*

January 16	April 17	July 17	October 16
February 20	May 15	August 21	November 20
March 20	June 19	September 18	December 18

JOINT MEETING DATE: *(Board of Trustees, ZBA, Planning Commission, EDA, and Sustainability Committee)*

August 29 7:00pm

EDA *(Third Tuesday of each Month)* All meetings begin at 5:15p.m.

January 16	April 17	July 17	October 16
February 20	May 15	August 21	November 20
March 20	June 19	September 18	December 18

SUSTAINABILITY *(Second Tuesday of the Month, Meets Quarterly)* All meetings begin at 4:00p.m.

January 9	April 10	July 10	October 9
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All of the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road. All meetings except for the Board of Review, EDA, and Sustainability Committee begin at 7:00 p.m. Minutes and Agendas may be obtained at the Township Hall, during regular business hours. Phone 989-772-4600.