

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular - Electronic Meeting Minutes

A regular-electric meeting of the Charter Township of Union Planning Commission was held on May 19, 2020 as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 7:00 p.m.

Roll Call

Present: Buckley, Clerk Cody, Darin, Fuller, LaBelle, Shingles, Squattrito, Thering, and Webster

Others Present

Rodney Nanney, Community and Economic Development Director; Zoning Administrator, Peter Gallinat and Administrative Assistant, Jennifer Loveberry

Approval of Minutes

Webster moved **Cody** supported the approval of the February 18, 2020 regular meeting as presented. **Vote: Ayes: 9 Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- Rotary Club letter about service opportunities presented to the Planning Commissioners
- Update about recent training workshops regarding Community Engagement and On-Line meetings Best Practices by Township Zoning Administrator
- Board of Trustees – updates from Clerk Cody

Approval of Agenda

Webster moved **Buckley** supported to approve the Agenda as presented. **Vote: Ayes: 9 Nays: 0. Motion Carried.**

Public Comment

Open 7:12 p.m.

No comments were offered.

Closed 7:13 p.m.

New Business

A. Annual Election of Officers

- a. Chair
 - b. Vice-Chair
 - c. Secretary
 - d. Vice-Secretary
- a. Shingles nominated Squattrito as **Chair** per the Planning Commission bylaws annual election of officers. **Webster** moved **Shingles** supported to elect **Squattrito** as Chair of the Planning Commission. **Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squattrito, Thering, and Webster Nays: 0. Motion carried.**

- b. Fuller nominated Buckley as **Vice-Chair** per the Planning Commission bylaws annual election of officers. **LaBelle** moved **Darin** supported to elect **Buckley** as Vice-Chair of the Planning Commission. **Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squatrito, Thering, and Webster Nays: 0. Motion carried.**
- c. Shingles nominated Fuller as **Secretary** per the Planning Commission bylaws annual election of officers. **Buckley** moved **Webster** supported to elect **Fuller** as Secretary of the Planning Commission. **Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squatrito, Thering, and Webster Nays: 0. Motion carried.**
- d. Darin nominated himself as **Vice-Secretary** per the Planning Commission bylaws annual election of officers. **Shingles** moved **Cody** supported to elect **Darin** as Vice-Secretary of the Planning Commission. **Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squatrito, Thering, and Webster Nays: 0. Motion carried.**

Other Business

- A. **HOP 20-01 Roy & Gerrie Hoyt, 2305 E Millbrook Rd., Section 33, parcel #14-033-30-002-02**
 - a. Updates from the Applicant and Staff
 - b. Deliberation
 - c. Action (approval, denial, approval with conditions)

Webster moved **LaBelle** supported to approve the HOP 20-01 home occupation permit application from Roy and Gerrie Hoyt for an auto repair shop home occupation in a detached accessory building at 2305 East Millbrook Road (parcel number 14-033-30-002-02) in the AG District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 8.19 (Home Occupations), subject to the following conditions:

- 1. All vehicle repair services and activities for the taxi service must take place entirely within in the accessory building.
- 2. Parking, storage or servicing of taxi service vehicles outside of the accessory building is prohibited.
- 3. The taxi service office cannot be operated on-site with residents that do not reside at the home.

Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squatrito, Thering, and Webster Nays: 0. Motion carried.

- B. **PSUP20-01 Robert & Lauren Welch, 4175 E. Wing Rd., Section 35, parcel #14-035-10-00304**
 - a. Updates from the Applicant and Staff
 - b. Deliberation
 - c. Action (recommendation to the Township Board)

Fuller moved **Darin** supported to recommend to the Township Board of Trustees to approve the PSUP20-01 special use permit application from Robert and Lauren Welch for a group day care home at 4175 E. Wing Road (parcel number 14-035-10-003-04) in the AG District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 30.4.J. (Group Day Care Home), subject to the following conditions:

1. The applicant shall obtain a state license for the facility, and shall submit a copy of the approved license to the Township Zoning Administrator for the Township's records.
Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squattrito, Thering, and Webster Nays: 0. Motion carried.

C. Zoning Ordinance Update

The Planning Commission reviewed the proposed Zoning Ordinance document, focusing on the list of key sections based on the scope of proposed changes from earlier drafts and other factors.

Extended Public Comment

Open –9:51 p.m.

No comments were offered.

Closed – 9:51 p.m.

Final Board Comment

Squattrito shared that the Planning Commission's first electronic meeting went well, thanked the Commissioners and Staff for their participation in making tonight's meeting a success.

Adjournment – Chairman Squattrito adjourned the meeting at 9:52 p.m.

APPROVED BY:

Alex Fuller - Secretary
Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)