

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 July 21, 2020 as a virtual meeting through the Zoom meeting platform.

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

Roll Call

Present: Buckley, Darin, Fuller, Squattrito, Thering, and Webster

Late: Clerk Cody, LaBelle, and Shingles

Others Present

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

LaBelle signed on to electronic meeting at 7:03 p.m.

Approval of Minutes

Webster moved Darin supported the approval of the June 16, 2020 special meeting as presented. **Vote: Ayes: 7 Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- Sidewalk and Pathway Prioritization Committee updates from Webster

Approval of Agenda

Webster moved Fuller supported to approve the Agenda as presented. **Vote: Ayes: 7 Nays: 0. Motion Carried.**

Shingles signed on to electronic meeting at 7:06 p.m.

Public Comment

Open 7:08 p.m.

No comments were offered.

Closed 7:11 p.m.

New Business

- A. PTXT20-02 Zoning Ordinance Update**
 - a. Introduction**
 - b. Public Hearing**
 - c. Updates from Staff**
 - d. Deliberation**
 - e. Action (Recommendation to the Board of Trustees)**

Introduction by Nanney, shared key findings:

1. The proposed Ordinance is complete and meets all state Zoning Enabling Act requirements.
2. The proposed Ordinance includes a comprehensive set of updates consistent with Township Master Plan policies and direction from the Planning Commission, staff, and the public.
3. The proposed Ordinance has been available for public review and comment since mid-March.
4. All required notices for the public hearing have been posted and published in compliance with state Zoning Enabling Act requirements.
5. Adoption of an updated Zoning Ordinance is a necessary step in the implementation of the Township's Master Plan.

Lisa Cody signed on to meeting 7:34 p.m. (technical issues)

Public Hearing

Open: 7:17 p.m.

Tim Bebee CMS&D – Shared concerns regarding Section 6.24 Mixed-Use Building, height limitations, ground floor use, and Item 4

Andy Theisen, 1520 E. Deerfield Rd. – Commented that Ordinance shouldn't restrict development and follows the construction code.

Closed: 7:37 p.m.

Webster moved **Buckley** supported to recommend to the Township Board of Trustees that the PTXT 20-02 Zoning Ordinance Update be adopted with the following additional revisions and corrections:

1. Incorporate the list of Additional Zoning Ordinance Revisions and Corrections dated July 13, 2020 into the final, as-adopted Zoning Ordinance document
2. Delete "Page 11-12 - Section 11.6.D.5., correct 'and' to 'an'" from the list of revisions and corrections to Section 11.
3. Add "Page 11-24-Section 11.13.A.7., delete subsection 'c' which is left over from a previous draft" to the list of revisions and corrections to Section 11.
4. Add "Page 11-25 - Section 11.13.C., correct the section reference under 'Ground Sign Bonus' to 'Section 11.13.A.7.'" to the list of revisions and corrections to Section 11.
5. Add "**Section 7.10** {Sidewalks and Pathways) – correct the ordinance title on page 7-6, subsection C from 'the Bicycle Path and Sidewalk Ordinance' to 'the Sidewalk and Pathway Ordinance'" to the list of changes to Section 7.

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

B. PREZ20-01 Zoning Map Amendments – Areas A, B, and C

a. Introduction

b. Public Hearing

c. Updates from Staff

d. Deliberation

e. Action (Recommendation to the Board of Trustees)

Introduction by Nanney, the proposed rezoning to the R-2B District as depicted on the Area A and Area B maps is consistent with the Master Plan, which designates these areas for future "Residential" land uses. The existing B-6 and proposed rezoning to the B-7 District as depicted

on the Area C Map are both consistent with the Master Plan, which designates this area for future "Community Commercial" land uses.

Based on a review of existing land uses, staff has also determined that these changes would not create any new nonconforming uses or structures.

Public Hearing

Open: 8:47 p.m.

Tim Bebee, CMS&D – Shared thoughts regarding the proposed rezoning

Closed: 8:53 p.m.

Webster moved Cody supported to recommend to the Township Board of Trustees that the PREZ 20-01 Zoning Map Amendments – Areas A, B, and C be adopted:

1. To rezone land depicted on the Area A Map east of South Crawford Road abutting portions of Saddle Lane, Stirrup Lane, and Bridle Lane in the northwest quarter of Section 34 from R-5 (Single-Wide Mobile Home District) to R-2B (One and Two-Family District);
2. To rezone land depicted on the Area B Map east of South Isabella Road abutting portions of Jonathon Lane, Bertshire Drive, Jenchris Lane, Honey Bear Lane, and Ruby Road in the northwest quarter of Section 13 from R-5 (Single-Wide Mobile Home District) to R-2B (One and Two-Family District); and
3. To rezone land depicted on the Area C Map east of Packard Street on the north and south sides of East Pickard Road and also abutting portions of Corporate Drive, Belmont Drive, Carter Street, and Betty Lane in the southeast quarter of Section 11 and northeast quarter of Section 14 from B-6 (Auto-Related Highway Business District) to B-7 (Retail and Service Highway Business District).

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

Webster moved Fuller supported to recommend to the Township Board that they hold another public hearing for PREZ 20-01 Zoning Map Amendments – Areas A, B, & C with individual mailing of notices to the landowners and everyone within 300 ft. of Areas A, B, and C. Roll Call Vote: Ayes: Fuller, LaBelle, Thering, and Webster. Nays: Buckley, Cody, Darin, Shingles, and Squatrito. Motion failed.

C. PREZ20-02 Zoning Map Amendment – Area D

a. Introduction

b. Public Hearing

c. Updates from Staff

d. Deliberation

e. Action (Recommendation to the Board of Trustees)

Introduction by Nanney, requesting that the Planning Commission hold a public hearing and make recommendations to the Board of Trustees on proposed amendments to the Official Zoning Map to rezone three (3) lots on the northwest corner of the E. Pickard Road and S. Isabella Road intersection in the SE¼ of Section 11 from B-6 (Auto-Related Highway Business) to the B-5 (Highway Business) zoning district

Public Hearing

Open: 9:37 p.m.

Andy Theisen, 1520 E. Deerfield Rd. - Commented on electronic meetings and participation due to the pandemic

Closed: 9:39 p.m.

Buckley moved **Webster** supported to recommend to the Township Board of Trustees that the PREZ 20-02 Zoning Map Amendment – Area D to rezone the three (3) lots depicted on the Area D Map on the northwest corner of the East Pickard Road and South Isabella Road intersection in the southeast quarter of Section 11 from B-6 (Auto-Related Highway Business) District to the B-5 (Highway Business) District be adopted. Roll Call Vote: Ayes: **Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squattrito, Thering, and Webster** Nays: 0. Motion carried.

D. PSPR19-08 Lone Maple Dev. Solar Energy Facility Site Plan (5889 E. Broadway)

a. Introduction

b. Updates from Staff and the Applicant

c. Deliberation

d. Action

Gallinat provided background information in his memo stating that this site plan was applied for in March 2019, the applicant and staff have worked diligently through the COVID-19 virus-related delays. The project is consistent with and the Township's Solar Energy Systems regulations. Key findings include the following:

1. All applicable outside agency permits and approvals have been granted.
2. The facility conforms to the requirements of Section 8.335 (Solar Energy Systems).
3. The site plan conforms to all other applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review).

Applicant Ryan Smith was available for questions.

Webster moved **Darin** supported to approve the PSPR 19-08 site plan for Lone Maple Development LLC Solar Energy Facility for Direct Use on the 3.21-acre parcel number 14-013-20-043-09 at 5889 East Broadway Road, located on the north side of the road in the northeast quarter of Section 13 and in the B-4 (General Business) District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following condition:

1. Contingent upon the applicant obtaining a building permit to be reviewed by the local permitting departments, including but not limited to the local Fire Authority (MPFD) for health and safety requirements.

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

E. PSPR20-03 Helios Rising Outdoor Storage Facility Site Plan (Venture Way, vacant)

a. Introduction

b. Updates from Staff and the Applicant

c. Deliberation

d. Action

Gallinat provided background information in his memo stating the following:

1. The parcel is currently vacant
2. Helios Rising is a service company that provides design, installation/inspection, and project management related to the electrical industry and the Oil & Gas Industry.
3. This parcel will be utilized for the outdoor storage of piping and other industrial materials associated with their industry.
4. Helios Rising has an existing office location in the Township located at 2387 Enterprise Dr.

Applicant's representative, Tim Bebee, emailed a letter dated July 21, 2020, requesting provisional sidewalk relief that was shared with the Planning Commission and made available as a shared document during the meeting.

Fuller moved **LaBelle** supported to approve the PSPR 20-03 site plan for Helios Rising Outdoor Storage on the 2.88-acre parcel number 14-152-00-007-00 at 5697 Venture Way, located on the north side of Venture Way in the northeast quarter of Section 13 and in the I-2 (General Industrial) District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following conditions:

1. Details for the proposed dumpster enclosure shall be added to a revised site plan for review and acceptance by the Zoning Administrator prior to issuance of any grading permit for the project.
2. Details of the obscuring wall or fence along the north lot boundary and the security fence for the remainder of the lot shall be added to a revised site plan for review and acceptance by the Zoning Administrator prior to issuance of any grading permit for the project.
3. The applicant's written request for temporary relief from the requirement for sidewalk construction is granted for the following reason: less than 50% of the surveyed sections of the township along the road fronting the proposed development have sidewalks, and there are no existing sidewalks on Venture Way, on Broadway east of US-127, and on S. Summerton Rd south of M-20. If on a corner lot, the mile will extend in both directions along the frontage roads. Once the threshold has been met all parcels will be required to construct sidewalks within 1 year, contingent upon this documentation being added to a revised site plan for review and acceptance by the Zoning Administrator prior to issuance of any grading permit for the project.

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

Other Business

- A. PSPR20-07 D. Clare Office/Warehouse/Outdoor Storage Facility Site Plan (4991 E. River Rd.)**
 - a. Introduction**
 - b. Updates from Staff and the Applicant**
 - c. Deliberation**
 - d. Action**

Gallinat provided background information in his memo stating that the applicant received a preliminary site plan review as SPR 2019-11. The final site plan PSPR 20-07 includes a phase 1

proposed Building and associated site improvements. A phase 2 is presented as a proposed gravel area for outdoor storage in the rear yard. In addition, a proposed "future" building is shown, which Mr. Nanney confirmed would require a separate site plan approval prior to construction. An existing 48 foot by 80 foot single story metal pole barn will remain on the site, but the existing accessory garage structure will be removed.

Applicant's representative, Tim Bebee, emailed a letter dated July 21, 2020, requesting provisional sidewalk relief that was shared with the Planning Commission and made available as a shared document during the meeting.

LaBelle moved **Webster** supported to approve the PSPR 20-07 site plan for D. Clare Office/Warehouse/Outdoor Storage Facility on approximately 30 acres (parcel numbers 14-002-30-013-02 and -03) at 4425 and 4491 East River Road, located on the north side of the road west of US-127 in the southwest quarter of Section 2 and in the I-1 (Light Industrial) District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following condition(s):

1. Parking locations and required parking calculations shall be added to a revised site plan for review and acceptance by the Zoning Administrator prior to issuance of any building permit for the project.
2. Applicant shall submit a land combination application to the Township, which shall be approved by Township Assessing Department prior to issuance of any building permit for the project.
3. The applicant's written request for temporary relief from the requirement for sidewalk construction is granted for the following reason: less than 50% of the surveyed sections of the township along the road fronting the proposed development have sidewalks, and there are no sidewalks on East River Road from Mission Road to Isabella Road and no sidewalks on Industrial Ave. in the Industrial Park. If on a corner lot, the mile will extend in both directions along the frontage roads. Once the threshold has been met all parcels will be required to construct sidewalks within 1 year, contingent upon this documentation being added to a revised site plan for review and acceptance by the Zoning Administrator prior to issuance of any grading permit for the project.

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

Extended Public Comment

Open –10:21 p.m.

Tim Bebee, CMS&D – Asked about the township's storm water management ordinance.

Closed – 10:24 p.m.

Final Board Comment

Squattrito – Mentioned the email regarding the Cost of Service Study Presentation scheduled for July 23, 2020 at 6:00 p.m. that was sent by Nanney to the Planning Commissioners.

Webster – Verified the wording used during sidewalk discussion should be "provisional relief of sidewalk construction"

Adjournment – Chairman Squattrito adjourned the meeting at 10:27 p.m.

APPROVED BY:

Alex Fuller - Secretary
Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)