

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 June 16, 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 LaBelle supported the approval of the June 8, 2020 special meeting as amended. **Vote: Ayes: 9 Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- 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 7:07 p.m.

No comments were offered.

Closed 7:07 p.m.

New Business

A. PHOP20-02 Explosive Confections Cake Studio Home Occupation

- a. Introduction
- b. Public Hearing
- c. Updates from Staff and the Applicant
- d. Deliberation
- e. Action

Introduction by Nanney, Eric and Danielle White are requesting a Home Occupation Permit for the purpose of producing custom ordered cakes, cupcakes, cookies and other baked goods. A public hearing was published in the morning sun and notice sent to neighbors within 300 ft.

Public Hearing Open: 7:14 p.m.

No comments were offered.

No written correspondence was received.

LaBelle moved **Webster** supported to approve the HOP 20-02 home occupation permit application from Eric and Danielle White for the Explosive Confection Cake Studio at 188 S. Bamber Rd. (parcel number 14-004-10-001-02) 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. Michigan Cottage Food Law requirements shall be adhered to until such time as the operation is conducted in an accessory building equipped with a full commercial kitchen.
2. The applicant shall submit copies of all required Township and outside agency permits to the Zoning Administrator prior to relocation of the operation to the accessory building.

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

B. PSPR20-02 Four Hacks LLC

- a. **Introduction**
- b. **Updates from Staff and the Applicant**
- c. **Deliberation**
- d. **Action**

Introduction by Nanney, the following have been completed by the Planning Commission: A Preliminary review of site plan 2019-11 was completed August 2019. Final Plat Review SUB 2019-01 was completed June 2019. An amended Plat of Village of Isabella City, Preliminary Plat Review was completed May 2019.

LaBelle moved **Cody** supported to approve the PSPR20-02 site plan application from Four Hacks LLC for a duplex condominium development on a private road at 3905 East River Road (parcel number 14-087-00-002-02) in the R-2A District, finding that it can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following conditions:

1. Copies of outside agency permits or approvals from the Michigan Dept. of Environment, Great Lakes, and Energy (EGLE), Isabella County Drain Office, Isabella County Road Commission, and the Township Public Services Department for municipal utilities are submitted to the Zoning Administrator prior to issuance of building permits.
2. Exterior lighting details shall be submitted as part of the building permit plans for Zoning Administrator review and approval.
3. An as-recorded copy of the amended final plat as approved by the State of Michigan shall be submitted to the Zoning Administrator prior to issuance of any certificate of occupancy for the project.

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

Other Business

A. PTXT20-02 Zoning Ordinance Update

- a. **Updates from Staff**
- b. **Continued review and discussion of the updated draft Zoning Ordinance document**
- c. **Consideration of setting a public hearing date for the proposed Ordinance**

8:00 p.m. Technical issue Shingles left the meeting.

Discussion of additional revisions to the proposed sections 7.18, 8.3, and 14.1B prepared by staff per the Planning Commission's direction from their 6/8/2020 special meeting.

Webster moved **Cody** supported to set the public hearing date for the proposed Ordinance for the July or August scheduled Planning Commission meeting, complying with the current executive order related to COVID-19. **Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Squatrito, Thering, and Webster Nays: 0. Motion carried.**

Extended Public Comment

Open –8:17 p.m.

Tim Bebee, CMS&D – Asked for the appropriate way to turn in questions regarding the proposed Zoning Ordinance.

Closed – 8:19 p.m.

Nanney responded by stating that questions may be emailed to nanney@uniontownshipmi.com or there is a link posted on the Township website that is hosted by the Consultant (McKenna) <http://www.uniontownshipzoning.com/> where online comments may be received. He also mentioned that there will also be a virtual open house on June 30, 2020 at 7:00 p.m., with information and instructions to be posted on the Township's website.

Final Board Comment

Adjournment – Chairman Squatrito adjourned the meeting at 8:20 p.m.

APPROVED BY:

Alex Fuller - Secretary
Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)