

**Notice of an Electronically Conducted
Regular Meeting of the Charter Township of Union
Planning Commission**

Notice is hereby given that the Charter Township of Union Planning Commission will conduct a regular meeting electronically on Tuesday, August 18, 2020 at 7:00 p.m., consistent with direction from the Governor and state and county health officials to slow the spread of the COVID-19 virus.

The Township Hall remains closed to the public, so there will be no in-person public attendance in the Township Hall Board Room (2010 S. Lincoln Rd., Mt. Pleasant, MI 48858), although some Planning Commission members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location: <https://us02web.zoom.us/j/89751444718> (Meeting ID: "897 5144 4718"). The moderator will open public access to the electronic meeting space at 6:55 p.m.

To participate via telephone conference call, please call (312) 626-6799. Enter "897 5144 4718" and the "#" sign at the "Meeting ID" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Planning Commission, please use the "Raise Your Hand" button at the bottom center of the screen. To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (*9). The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Chair may choose to call on individuals by name or telephone number. Please speak clearly and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Planning Commission may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on the day of the meeting will be read aloud to the Planning Commission.

Persons with disabilities needing assistance to participate should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance may contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

Instructions to Participate in an Electronically Conducted Regular Meeting of the Charter Township of Union Planning Commission

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Raise Your Hand for Citizen Participation During the Public Comment Periods

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Planning Commission, please **click on the “Raise Your Hand” icon** near the bottom of your screen.



Click “Lower Hand” to lower it if needed. The host will be notified that you have raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

To raise your hand for telephone dial-in participants, press “star” and then the number “nine” (*9). The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

Do I need to download the Zoom app to access the meeting? No. Use of the Zoom app is recommended, but you will have options to “download & run Zoom” or “join from your browser” when you click on the link to join the meeting.

Can I Use Bluetooth Headset? Yes, if the Bluetooth device is compatible with the computer or mobile device that you are using.

Do I have to have a webcam to join on Zoom? While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment and view the webcam video of other participants.

Leaving the Meeting: Click the “Leave Meeting” link at the bottom right corner of the screen at any time to leave the meeting.



Planning Commission

**Regular Electronic Meeting. Instructions for access will be posted and available on website
(uniontownshipmi.com) home page**

August 18, 2020

7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
- July 21, 2020
5. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS
 - A. Sherrie Teall letter
 - B. Denise Webster email
 - C. City of Mt. Pleasant letter
 - D. Cody updates from Board of Trustees
 - E. Buckley updates from ZBA
 - F. Webster updates from Sidewalks and Pathway Prioritization Committee
 - G. Master Plan presentation (Peter)
6. APPROVAL OF AGENDA
7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda
8. NEW BUSINESS
 - A. **Master Plan implementation - discussion**
 - B. **Sidewalk and Pathways Prioritization Committee appointments**
 1. **Planning Commission representative**
 2. **Township resident representative discussion/recruitment**
9. OTHER BUSINESS
10. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue
11. FINAL BOARD COMMENT
12. ADJOURNMENT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	Denise	Webster	2/15/2020
8	James	Thering Jr.	2/15/2021
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/18/2021
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Taylor	Sheahan-Stahl	12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2020
2	James	Thering, Jr.	12/31/2020
3	Bryan	Neyer	12/31/2020
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4-BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2020
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Ben	Gunning	11/20/2020
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2021
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
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	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Denise	Webster	8/15/2020
3-Township Resident	Sherrie	Teall	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2020
5 - Member at large	Connie	Bills	8/15/2021

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 7:011 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, Squattrito, 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 Squattrito. 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)

DRAFT

August 3, 2020

Mr. Philip Squattrito
Planning Commission Chair
Charter Township of Union
2010 S. Lincoln Rd.
Mount Pleasant, MI 48858

Mr. Squattrito:

I am writing to inform you that I would like to resign from the sidewalk committee. It has been a very rewarding experience which I have thoroughly enjoyed. Unfortunately, recently I am finding that I need resign due to time constraints in my busy schedule.

I wish the sidewalk committee and the planning commission well in the future and look forward to seeing many of the sidewalk committee's recommendations implemented. Thank you for the opportunity to contribute.

Sincerely,

Sherrie Teall

From: [Webster, Denise L](#)
To: [Rodney Nanney](#); [Peter Gallinat](#)
Cc: [Jennifer Loveberry](#)
Subject: Update regarding Planning Commission status
Date: Monday, August 3, 2020 12:51:30 PM

Good afternoon,

This weekend I signed a purchase agreement for the sale of my house. If all goes well I am planning to move sometime during the week of August 31.

I will attend the August 18 meeting if needed. I will stop by the Township Hall after August 18 to give Jennifer my notebooks for future use.

Thanks for everything. I have enjoyed getting to know you all.

Denise
Retired

City of Mt. Pleasant, Michigan



CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 Fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 Fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 Fax

July 31, 2020

Charter Township of Union Planning Commission
C/O Peter Gallinat, Charter Township of Union Zoning Administrator
2010 S. Lincoln Road
Mt. Pleasant, MI 48858

Dear Mr. Gallinat:

The City of Mt. Pleasant has extended the opportunity to review and comment on our proposed master plan. The plan remains available for review online at www.mtpleasant2050.com. The new deadline for comments is Friday, September 18, 2020.

You are also invited to participate in our virtual master plan events where you can learn more about the proposed plan and provide feedback. Those events are described on the attached flyer.

We appreciate the participation of the Charter Township of Union to develop a vision for the future of our community. Please let me know if you have any questions.

Sincerely

A handwritten signature in blue ink, appearing to read "Jacob Kain", is written over a light blue circular stamp.

Jacob Kain, AICP
Secretary, Mt. Pleasant Planning Commission

Attachment



MT. PLEASANT 2050

Plan here.

The City of Mt. Pleasant is happy to announce the completion of the Mt. PLeasANT 2050 Master Plan and share it with the community! Hundreds of community members collaborated over the past year to develop the draft plan. The Plan sets a vision for the future of the community and will support the development of City policies and programming over the next several years.

Prior to adoption by the City Commission, the community is invited to learn more about the results of the collaborative planning process at a special webinar on August 20, with a companion interactive web tool that will be available August 17-31, 2020.

ENGAGEMENT EVENTS

THURSDAY
**AUG
20**

7:00 PM – 8:30 PM

Virtual Open House Webinar

Webinar hosted through Zoom - Direct link available at www.mtpleasant2050.com

Learn about the vision and priorities created by community stakeholders for the Mt. PLeasANT 2050 Master Plan at a LIVE Virtual Open House Webinar. Ask questions, and find out how you can continue to be involved in implementing Mt. Pleasant's new vision.

MONDAY
**AUG
17**

through

MONDAY
**AUG
31**

ONLINE

Interactive Web Tool

Hosted at www.mtpleasant2050.com

An interactive web tool will be available where community members can read and review the draft Mt. PLeasANT 2050 Master Plan, submit comments, and view key Plan elements on an interactive map.



MCKENNA

For more details, please visit
www.mtpleasant2050.com

MASTER PLAN IMPLEMENTATION

TO: Planning Commission

DATE: August 10, 2020

FROM: Rodney C. Nanney, AICP, Community and Economic Development Director

ACTION REQUESTED: Individual planning commissioners are asked to read the adopted Master Plan document before our August regular meeting, bring the document to the meeting, and to be prepared to use the "Action Plan" table at the back of the Master Plan as a framework for discussion during the meeting about implementation of the plan's policies and recommendations.

Background Information

The Township's Master Plan document was adopted by the Planning Commission on January 16, 2018, with final approval by the Board of Trustees on February 28, 2018. As noted in the "Introduction" section, the Master Plan is primarily "a policy document to guide the future growth and development of the township." The Master Plan takes a long-term (ten to twenty year) view with regards to implementation of policies and other land use and development-related recommendations. However, it also includes "Action Plan" guidance designed to encourage plan review and implementation as an ongoing process.

The Michigan Planning Enabling Act (Public Act 33 of 2008, as amended) requires that:

"At least every 5 years after adoption of a master plan, a planning commission shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan. The review and its findings shall be recorded in the minutes of the relevant meeting or meetings of the planning commission." [Sec. 45(2)]

In the "Action Plan" component of the Master Plan document, the Planning Commission set for itself a more frequent goal to "(a)nually review (the) Master Plan and track progress toward achieving actions."

Annual Master Plan Review

With a surprising light agenda for our August meeting, I would recommend that the Planning Commission take advantage of the opportunity to review the Master Plan, with a particular focus on implementation of the plan's policies and recommendations using the "Action Plan" table at the back of the plan as a framework for discussion.

If you do not have a paper copy of the Master Plan and would like one, please contact me at (989) 772-4600 ext. 232, or via email at RNanney@uniontownshipmi.com. A digital (.PDF) copy can also be downloaded at: <http://www.uniontownshipmi.com/Departments/ZoningandPlanningServices.aspx> (click on the "Master Plan" link under "Downloads" on the right side of the page).

Respectfully submitted,

Rodney C. Nanney, AICP, Director

Community and Economic Development Department

A. Introduction

The Master Plan is intended to serve as a guide for land use and physical development or redevelopment. Goals, objectives and strategies noted throughout the Plan should be carefully considered during decisions on rezonings, zoning text amendments, other regulations, capital investments for improvements to streets, “complete streets” bikeways/walkways, utilities, public facilities, land acquisition, and development proposals. Recommendations in this Plan apply to both public land (parks, sites, and right-of-way) and guidance for development and redevelopment of privately owned property. Some Plan recommendations may involve the need for changes to land use regulations and/or potential new programs. Others may involve partnerships with other municipalities, agencies, organizations, or groups. Since the Plan is a long range guide, refinements or additional studies may also be appropriate in the future to reflect new information, respond to unanticipated factors or to address changes in township policies.

The Master Plan is only valuable if used consistently. This chapter has been prepared to summarize the various recommendations into a checklist to outline actions and responsibilities for implementation. A cumulative listing of implementation recommendations is included in this chapter. Where appropriate, a timetable is suggested for execution of these strategies and actions consistent with available staff and financial resources of Union Township.

Also included in this chapter is a zoning plan that compares consistency between zoning classifications and future land use map designations and development guidelines used to evaluate land use proposals

Evaluation and Monitoring

This plan has been developed with a degree of flexibility, allowing nimble responses to emerging conditions, challenges, and opportunities. To help ensure the plan stays current and useful, periodic reviews are required and amendments may be necessary. This will ensure plan goals, objectives, and recommendations reflect changing community needs, expectations, and financial realities.

The plan should be reviewed at least every five years consistent with state statute. Detailed subarea plans should be adopted as Master Plan amendments. Updates should reflect changing conditions, unanticipated opportunities, and acknowledge the implementation to date. Yearly workplans should be prepared to assess what has been accomplished in the implementation table and what should be achieved in the coming year.

Planning Commission as Facilitators

The Planning Commission is charged with overseeing plan implementation and is empowered to make ongoing land use decisions. As such, it has a great influence on how sustainable Union Township will be. As an example, the Planning Commission is charged with preparing studies, ordinances, and certain programmatic initiatives before they are submitted to the Township Board. In other instances, the Planning Commission plays a strong role as a “Plan Facilitator” overseeing the process and monitoring its progress and results. Together, Township staff and the Planning Commission must be held accountable, ensuring the Township’s Master Plan impacts daily decisions and actions by its many stakeholders.

Roles of the Township Board

The Township Board should be engaged in the process to implement the plan. In this regard, Board should assist with implementation strategies and consider and weigh the funding commitments necessary to realize the township’s vision,

whether involving capital improvements, facility design, municipal services, targeted studies, or changes to development regulations, such as municipal codes, the zoning ordinance and procedures.

B. Implementation Tools

Tools to implement the Master Plan generally fall into five categories and some strategies may include more than one:

1. Land use regulations
2. Capital improvement programs, such as streets, township buildings, or other major purchases
3. Special Funding Programs
4. Programs or additional studies
5. Partnerships, such as working with other organizations on planning, education, funding, or delivery of cost-efficient services.

Each tool has a different purpose toward Plan implementation and may suggest specific immediate changes, long-term policies and others involve ongoing activities.

1. Land Use Regulations

The primary tool for Plan implementation, which includes the Zoning Ordinance and other land use regulations, is summarized below. The township also has a number of other codes and ordinances to ensure that activities remain compatible with the surrounding area, such as noise, blight and nuisance ordinances.

Zoning Regulations

Zoning regulations control the intensity and arrangement of land development through standards on lot size or units per acre, setbacks from property lines, building dimensions and similar minimum requirements. Various site design elements discussed in this Plan are also regulated through site plan review and address landscaping, lighting, driveways, parking and circulation, pedestrian systems and signs. Zoning can also be used to help assure performance in the protection of environmentally sensitive areas such as floodplains, state regulated wetlands, woodlands and wellhead areas.

Zoning Map

Over time, changes to the zoning map should become more consistent with the land use pattern identified on the Future Land Use Map. In some cases, the township may wish to initiate certain rezonings as part of an overall zoning map amendment. Other changes to the zoning map can be made in response to requests by landowners or developers. In those cases, township officials will need to determine if the time is proper for a change. It is important that the future land use plan be understood as a long range blueprint: Implementation is expected, but gradually in response to needs, conditions and availability of infrastructure. The Zoning Plan section of this chapter outlines how the Future Land Use Plan relates to current zoning.

Subdivision, Land Division and Condominium Regulations

Subdivision, land division and condominium regulations control the manner in which property is subdivided in the township and the public improvements required to support the development. The distinctions are not always apparent once a project is built, but the approval procedures are different due to separate state statutes that govern these types of land development approaches in Michigan.

Public Infrastructure Standards

Public infrastructure refers to the basic facilities and services needed for the functioning of the township such as township streets, water, sanitary sewer, storm sewer, among others. Standards to ensure consistency and uniformity have been adopted so that each facility is designed and constructed to support existing and future development.

Most land use regulations are applied when new construction or substantial redevelopment is proposed. Union Township has a comprehensive development review process from development conceptualization to building occupancy. Once proper zoning is in place, a site plan must be approved followed by approval of building and site engineering, construction plans and then permits for construction. Buildings and sites are inspected and then occupancy permits are issued. The subdivision and subsequent development of land is also carefully reviewed. Regulations are administered and enforced through monitoring by township staff and in response to complaints.

2. Capital Improvement Program (CIP)

Except for private roads, the roads in the township are under jurisdiction of the county, with responsibility for a few routes is MDOT. Funding for improvements to those roads is generally based on physical condition, safety issues or traffic operation deficiencies. Improvement projects are generally prioritized by the county or MDOT. The Township may be able to influence the selection of projects through assistance in providing documentation of problems, or participation in improvement funding, such as through the EDA or grant requests. This desired road improvement projects should be listed in the Township's CIP as a first step.

3. Funding Programs

Some of the recommendations may be funded locally, some through outside funds, and many through a combination. The Township monitors new federal and state funding programs that may be available to assist in implementation. In addition, foundations and other organizations may provide contributions. In addition to traditional sources, the township has the ability to raise revenues within a specific geographic area for specific purposes, or to capture the new increment of tax revenues in a specific geographic area for specific purposes. One example is the Economic Development Authority. Another tax-based program is the Brownfield Act that provides funding for reuse of eligible sites. In cooperation with other governmental agencies with taxing authority, the Township has effectively used tax increment finance programs to capture the new increment of tax revenue for a specific area and use those funds for public improvements within that area.

4. Other Programs

A variety of housing, economic development, informational and other programs may be used by the Township to assist with implementation of recommendations in this Plan. Many of these are through state programs as identified in the preceding chapters such as the following:

- Michigan State Housing Development Authority (MSHDA)
- MSHDA MiPlace
- Michigan Economic Development Corporation (MEDC)
- MEDC Redevelopment Ready Communities
- Michigan Department of Transportation (MDOT) and Complete Streets Coalition
- Michigan Department of Natural Resources
- HUD CDBG

By using an Annual Review & to-do list, the Township can ensure recommendations from the Master Plan are implemented consistently and on schedule.

5. Partnerships

While the Township is in a position to coordinate many of the plan's implementation tasks, responsibility should not solely rest on the government. Instead, the vast array of stakeholders having key roles in either the township or region should all participate. Partnerships with the public and private sector, including the school district, Isabella County, City of Mount Pleasant, Central Michigan University, Saginaw Chippewa Indian Tribe, neighboring townships, major employers, and business will also lead to success implementing the plan's initiatives. Partnerships may range from sharing information to funding and shared promotions or services. The spirit of cooperation through alliances and partnerships will be sustained to benefit everyone in the region. Township government cannot and should not do it all. Only through public/private collaboration can the plan's vision be realized.

D. Action Plan

The implementation tools outlined above are available and should be used to achieve the goals and objectives of the Master Plan. Comprehensive actions have been developed to organize and apply these tools. Under each implementation tool, specific actions and a timeframe for implementation are identified. The details of the strategies to implement the Master Plan are specified in the accompanying table.

Abbreviations Used in Implementation Table

TB	Township Board
DPW	Department of Public Works
PC	Planning Commission
Staff	Township Planning Staff
ICRC	Isabella County Road Commission
BD	Building Department
Admin	Township Administration
City	Mount Pleasant
Consultant	Will likely require outside assistance to prepare
Short-term	1-5 years
Long-term	by 2027

Topic	Action	For More...			Priority			Responsible Party
		Growth Mgt.	Transportation	Land Use	Short Term	Long Term	Ongoing	
Capital Improvements								
Capital Improvements Plan	Prepare and annually update six-year capital improvements plan that coordinates with the master plan		✓				✓	PC; TB; Admin
Non-Motorized	Acquire easements where feasible for non-motorized facilities in areas where right-of-way is insufficient		✓				✓	Staff; DPW
Non-Motorized	Pursue local, state and federal funding to continue implementation of a non-motorized transportation system, both in the right-of-way and off-road trails / pathways		✓				✓	TB; PC; DPW
Parks	Implement parks improvements from the Parks and Recreation Plan	✓					✓	Rec Committee
Environmental Sustainability	Expand recycling facilities to accommodate recycling for businesses and multi-family uses	✓			✓			Township; City; County
Coordination								
Non-Motorized	Work with organizations and advocacy groups such as bike users, seniors, and schools to develop Safe Routes to School programs and trail organizations to identify priority needs for walking and biking.		✓				✓	Pathways Committee
Transit	Work with Isabella County Transportation Commission towards increasing sidewalk connectivity within 1/4 mile of all existing and planned bus stops in the Township.		✓				✓	Staff, PC
Non-Motorized	Re-engage the Pathways Committee; encourage regular meetings to prioritize improvements to the existing sidewalk and pathways network.		✓		✓			PC; TB
Non-Motorized	Encourage the Road Commission to support the creation of “Complete Streets” that consider the needs of vehicles, bicyclists, and pedestrians equally		✓			✓		ICRC
Growth Management	Ensure coordination between Public Works and Planning Departments so Township utilities are expanded in a logical, efficient manner.	✓					✓	PC; DPW
Water Quality	Implement community programs that promote best practices for improving water quality	✓					✓	TB; PC
Economic Development	Meet quarterly with members of Chamber of Commerce and EDAs to discuss opportunities for economic development in the Township			✓			✓	Board; MEDC; Chamber
Housing	Work with senior citizen groups such as ICCA to assess and meet the housing needs of older residents			✓			✓	ICCA

Topic	Action	For More...			Priority			Responsible Party
		Growth Mgt.	Transportation	Land Use	Short Term	Long Term	Ongoing	
Housing	Coordinate with CMU Campus Safety to address safety concerns regarding student housing.			✓			✓	CMU Public Safety; DPS
Economic Development	Establish a community-wide marketing and economic development strategy.			✓		✓		Chamber; MEDC; City ED; TB; Tribe
Economic Development	Explore the possibility of an airport authority to create a long-range vision for economic development initiatives tied to airport improvements			✓		✓		Chamber; MEDC; City ED; TB; Tribe
Policy/Program								
Non-Motorized	Use the Site Design Checklist provided in the 2011 Non-Motorized Plan as a model framework during site plan review, and provide copies of the list to developers to use as a reference guide		✓				✓	PC; Staff
Non-Motorized	Complete the planned pedestrian sidewalk and pathway system, especially to fill in gaps and connect neighborhoods with destinations like schools, parks, neighborhood shopping and entertainment districts, and cultural institutions.		✓				✓	Staff, Pathways Committee
Non-Motorized	Support public education that promotes the personal and environmental benefits of active lifestyles.		✓				✓	TB; PC
Non-Motorized	Adopt a resolution in support of Complete Streets.		✓		✓			TB
Non-Motorized	Update the inventory of sidewalks and bike lanes from the 2011 nonmotorized plan.		✓		✓			Staff
Access Management	Create specific access management recommendations for Bluegrass Center.		✓			✓		PC; Consultant
Environmental Sustainability	Support accessibility to local food	✓					✓	TB
Growth Management	Limit sewer and water extensions to areas not designated for agricultural preservation.	✓					✓	TB; DPS; PC
Stormwater Management	Encourage the use of cluster development, vegetated swales, downspout disconnection and other practices that reduce impervious surfaces and increase storm water infiltration.	✓					✓	PC
Stormwater Management	Promote Low-Impact Design (LID) to reduce the level of stormwater runoff	✓					✓	PC; DPW
Water Quality	Promote education of proper septic drainfield maintenance to increase lifespans of systems and preserve water quality	✓			✓			County Board of Health; BD
Water Quality	Require more frequent septic systems inspections	✓			✓			County Board of Health; TB

Topic	Action	For More...			Priority			Responsible Party
		Growth Mgt.	Transportation	Land Use	Short Term	Long Term	Ongoing	
Master Plan	Annually review Master Plan and track progress toward achieving actions						✓	Staff; PC
Training	Provide training for elected and appointed officials and staff and monitor participation						✓	Admin
Code Enforcement	Continue vigilant enforcement of housing, rental, and maintenance codes.			✓			✓	BD
Housing	Support agencies that provide low-cost housing			✓			✓	PC; TB
Code Enforcement	Add a zoning inspection to the certificate of occupancy process to ensure sites are built according to the approved site plan			✓	✓			PC
Code Enforcement	Ensure compliance with property maintenance standards so landlords are accountable.			✓	✓			BD
Housing	Conduct a housing market analysis to determine needs and whether zoning currently matches with the market demand.			✓	✓			Consultant
Regulatory								
Access Management	Implement recommendations from the 2006 Access Management Plan for Pickard and Remus Roads during site plan review		✓		✓			PC
Access Management	Require cross access and shared access for driveways in commercial districts.		✓		✓			PC
Access Management	Require transportation impact studies during development review to ensure walking, biking and transit facilities are as safe, convenient and comfortable as road facilities.		✓		✓			PC
Non-Motorized	Require bike racks for certain new, non-single family developments and promote installation of bike racks at key locations.		✓		✓			PC
Non-Motorized	Require non-motorized connections between sidewalks and business entrances, transit stops, and neighborhoods		✓		✓			PC
Non-Motorized	Require easements during site plan review where right-of-way is insufficient to provide non-motorized facilities		✓		✓			PC
Non-Motorized	Amend sidewalk ordinance to remove waivers for sidewalks in commercial districts		✓		✓			PC; TB
Parking	Revise parking regulations with a maximum number of allowed parking spaces; may be a percentage above the minimum requires PC waiver		✓		✓			PC
Parking	Revise parking regulations to include allowances for paved pervious surfaces in parking and loading areas.		✓		✓			PC
Growth Management	Create a cluster housing option in the Zoning Ordinance to promote smaller single-family lots and shared open space.	✓				✓		PC

Topic	Action	For More...			Priority			Responsible Party
		Growth Mgt.	Transportation	Land Use	Short Term	Long Term	Ongoing	
Growth Management	Ensure that lot sizes in Agricultural zoning districts are large enough (5 or 10 acres) to prevent fragmentation of identified priority agricultural areas	✓			✓			PC
Growth Management	Revise Ag district to limit future subdivision for single-family homes	✓			✓			
Landscape Requirements	Update screening requirements to allow rain gardens, bioswales, bioretention areas and filter strips	✓			✓			PC
Water Quality	Require vegetated buffers from all wetlands, streams, lakes and rivers to protect water quality.	✓			✓			PC
Code Enforcement	Strengthen consequences for code violations, and encourage compliance			✓	✓			PC; BD
Form-Based Code	Evaluate the use of a form-based code along Remus, Bluegrass, and Pickard to complement the City of Mount Pleasant's code for continuity of building and site design			✓	✓			PC; Consultant
Housing	Evaluate residential and select business districts to allow a wider variety of attached housing types			✓	✓			PC
Landscape Requirements	Update screening requirements between residential and non-residential uses to more adequately require buffers to reduce impacts of noise, light, and traffic from more intense uses			✓	✓			PC
Signage	Revise sign regulations to be content neutral: by type, location, and size, not by use (political, religious, gas station etc.)			✓	✓			PC; attorney
Site Design	Move site development standards in the zoning ordinance out of the business district sections into a general section that can also apply to multiple-family development (landscape, parking lot design and landscaping, waste receptacles, building design)			✓	✓			PC
Zoning	Establish maximum setbacks and façade design guidelines for all districts.			✓	✓			PC
Zoning	Reorganize and modernize zoning ordinance to be more user-friendly			✓	✓			PC; Consultant
Industrial	Revise industrial districts to permit retail, R&D and tech-related uses to enhance growth.			✓	✓			PC



APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION

Name: Matt Mertz Date: 2/21/2020
Address: 1540 S. Bamber
Phone (home) 989 317-0371 (cell) same (work) _____
Email: mmertz01@gmail.com
Occupation: RETIRED

Please State in order of preference, area(s) of interest:

- _____ Zoning Board of Appeals Must be a Union Township Resident
- _____ Board of Review Must be a Union Township Resident
- _____ Planning Commission Must be a Union Township Resident
- _____ EDA Must meet one of the following qualifications:
 - _____ Property owner in East or West DDA
 - _____ Property owner in East or West DDA
 - _____ Resident in Union Township

X OTHER *Specify Board: Sidewalk & Pathway Prioritization Committee

Please state reason(s) for interest in above board(s):

I CAN'T GET TO THE UNION TWP. HALL
USE WHEELCHAIR, NO SIDEWALKS = NO GO.

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

Signature: [Handwritten Signature] Date: 2/21/2020