

**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, December 21, 2021 at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended)."

There will be no in-person 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?pwd=MGI0Nm1XdEVlR0l5VVU5dDN0NnBNUt09> (Meeting ID: "897 5144 4718" Passcode "038923"). 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**

The Charter Township of Union Planning Commission will conduct a regular meeting electronically on Tuesday, December 21, 2021 at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended).

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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**  
**December 21, 2021**  
**7:00 p.m.**

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

-November 16, 2021

6. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS

- A. Thering updates from Board of Trustees
- B. Buckley updates from ZBA – **Annual Report from the ZBA**
- C. Darin updates from Sidewalk and Pathways

7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda

8. NEW BUSINESS

**A. Home Occupation/Home based Limited Business**

- a. Presentation by Peter Gallinat, Zoning Administrator
- b. Questions from the Commissioners

**B. Adoption of Annual Report to the Board of Trustees**

- a. Introduction by staff
- b. Discussion
- c. Action (adopt, adopt with revisions, or postpone)

9. OTHER BUSINESS

**A. Proposal to update the Private Road Ordinance No. 2000-09**

- a. Updates by staff
- b. Discussion

**B. Proposal to update the Sidewalk and Pathway Ordinance No 2009-03**

- a. Updates by staff
- b. Discussion

**C. Parks and Recreation Master Plan Update**

- a. Introduction by staff
- b. Review of current Recreation Goals
- c. Discussion

**D. Adoption of Amended 2022 Meeting Schedule**

- a. Updates by staff
- b. Adoption

10. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

11. FINAL BOARD COMMENT

12. ADJOURNMENT

**CHARTER TOWNSHIP OF UNION**  
**Planning Commission**  
**Regular - Electronic Meeting Minutes**

A regular-electronic meeting of the Charter Township of Union Planning Commission was held on November 16, 2021, as a virtual meeting through the Zoom meeting platform.

**Meeting was called to order at 7:02 p.m.**

**Roll Call**

Present:

Albrecht (location: Union Township, Isabella County, MI)  
Buckley (location: Union Township, Isabella County, MI)  
Darin (location: Union Township, Isabella County, MI)  
Fuller (location: Union Township, Isabella County, MI)  
Lapp (location: Union Township, Isabella County, MI)  
Shingles (location: City of Mt. Pleasant, Isabella County, MI)  
Squatrito (location: City of Mt. Pleasant, Isabella County, MI)  
Thering (location: Union Township, Isabella County, MI)

Excused:

LaBelle

**Others Present**

Rodney Nanney, Community and Economic Development Director; Peter Gallinat, Zoning Administrator; Tera Green, Administrative Assistant

**Approval of Agenda**

**Darin** moved **Shingles** supported to approve the agenda as presented. **Vote: Ayes: 8. Nays: 0. Motion Carried**

**Approval of Minutes**

**Thering** moved **Darin** supported to approve the regular meeting minutes from October 19, 2021, as presented. **Vote: Ayes: 8. Nays: 0. Motion carried.**

**Correspondence / Reports/ Presentations**

- A. Board of Trustees updates by Thering – Gave updates on the Board of Trustee October and November meetings.
- B. ZBA updates by Buckley –The November ZBA meeting was cancelled due to lack of agenda items; there will be a meeting in December.
- C. Sidewalks and Pathway Prioritization updates by Darin – Gave updates on the October Sidewalk and Pathway Prioritization meeting.

## **Public Comment**

Open 7:24 p.m.

No comments were offered.

Closed 7:24 p.m.

## **New Business**

### **A. PSPR21-19 Graphics Central Addition 1580 Park Place – combination preliminary and final site plan application**

- a. Updates from staff and the applicant
- b. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PSPR21-19 Graphics Central Addition 1580 Park Place preliminary and final site plan application. The applicants, John and Jeremy St. Andre, were available for questions.

**Buckley** moved **Lapp** supported to approve only the PSPR21-19 Grafx Central preliminary site plan for a 6,000 square-foot building addition and associated site improvements at 1580 S. Park Place (parcel number 14-011-30-0014-13) in the southwest quarter of Section 11 and in the B-4 (General Business) zoning district, finding that the October 7, 2021, site plan fully complies with the applicable Zoning Ordinance requirements for preliminary site plan approval, including Section 14.2.P. (Required Site Plan Information) and 14.2.S (Standards for Site Plan Approval), subject to the following conditions :

1. Provide all items of application, site plan, and outside agency approval documentation required per Section 14.2. as part of the revised final site plan submittal.
2. Revise the detailed use statement, sidewalk parking, exterior lighting, easement, snow storage, and dumpster enclosure details on the site plan as necessary for compliance with Township ordinance requirements.
3. All outside agency comments and requests for plan changes must be fully resolved on the revised final site plan.

**Roll Call Vote: Ayes: Albrecht, Buckley, Darin, Fuller, Lapp, Shingles, Squattrito and Thering. Nays: 0. Motion carried.**

### **B. Proposal to update the Private Road Ordinance No 2000-09**

- a. Introduction by staff
- b. Discussion

Nanney proposed that the Township's current Private Road Ordinance No. 2000-09 be updated, and offered a summary of recommended changes. Discussion by the commissioners.

- C. Proposal to update the Sidewalk and Pathway Ordinance No 2009-03**
  - a. Introduction by staff**
  - b. Discussion**

Nanney proposed that the Township’s current Sidewalk and Pathway Ordinance No. 2009-03 be updated, and offered a summary of recommended changes. Discussion by the commissioners.

**Extended Public Comments**

Open – 9:02 p.m.

No comments were offered.

Closed – 9:03 p.m.

**Final Board Comment**

No comments were offered.

**Adjournment** – Chairman Squattrito adjourned the meeting at 9:03 p.m.

**APPROVED BY:**

*(Recorded by Tera Green)*

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Doug LaBelle – Secretary  
Stan Shingles – Vice Secretary

## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Doug	LaBelle II	2/15/2022
5 - Vice Secretary	Stan	Shingles	2/15/2024
6	Tera	Albrecht	2/15/2024
7	Mike	Darin	2/15/2022
8	Alex	Fuller	2/15/2023
9	Jessica	Lapp	2/15/2023
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2022
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Judy	Lannen	12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		12/31/2022
Alt. #2	vacant seat		2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2022
2	Sarvjit	Chowdhary	12/31/2022
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2023
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025





## Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/2024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
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	Jeff	Sweet	2/13/2025
10	vacant seat		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	12/31/2022
2	vacant seat		
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 -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2024
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	8/15/2023
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - City of Mt. Pleasant	John	Zang	12/31/2023
2 - City of Mt. Pleasant	Judith	Wagley	12/31/2022
1 -Union Township	Stan	Shingles	12/31/2023
2 - Union Township	Allison	Chiodini	12/31/2022
1- Mt. Pleasant Schools	Lisa	Diaz	12/31/2021

## ZBA ANNUAL REPORT TO THE PLANNING COMMISSION FOR 2021

<b>TO:</b>	Planning Commission	<b>DATE:</b>	November 22, 2021
<b>FROM:</b>	Zoning Board of Appeals		
<b>PROJECT:</b>	Annual Report for 2021		
<b>ACTION REQUESTED:</b> To adopt the annual report to the Planning Commission as required by the ZBA Rules of Procedure.			

### 2021 Meetings

The ZBA had scheduled a meeting on the first Wednesday of each month this year but only met 3 times to conduct business in March, September, and December.

1. **March 3, 2021, meeting (PVAR21-02)** The March meeting the ZBA held a public hearing for a variance related to the location of a freestanding sign. A previous variance in 2019 was granted by the ZBA for 5316 E. Pickard Road for parking setbacks which would later on limit the ability for a free-standing sign meet the required front yard setback without placing the sign within the parking lot.
2. **September 1, 2021, meeting (PVAR21-01 & PZA21-01)** During the September meeting the ZBA a public hearing was held for a variance related to height of a detached accessory building at 5633 S. Grant Road. The variance was denied. A public hearing was also held for an administrative appeal of a determination made by the Zoning Administrator related to modifications of a non-conforming structure located at 3813 S. Lincoln Road. The Zoning Administrator's determination was upheld.
3. **December 1, 2021 (PVAR21-03).** In December the ZBA held a public hearing for the variance related to the setback requirement of a detached accessory building from the principal building. The request is an eight-foot variance from the required 10 feet located at 2257 E. Broomfield Road. The variance was postponed until January 2022 due to a tied vote.

### Anticipated Change to the ZBA Rules of Procedure

The Michigan Zoning Enabling Act does not require the ZBA to provide an annual report to the Planning Commission. Given that one of the ZBA members is also a member of the Planning Commission, the Commission is kept aware throughout the year of actions taken by the ZBA. In addition, the ZBA may choose at any regular meeting to make a motion to recommend desired Zoning Ordinance changes to the Planning Commission for consideration.

For these reasons, it is anticipated that updated ZBA Rules and Procedures will be included on a future regular ZBA meeting agenda for consideration.

**PRESENTATION/DISCUSSION**

<b>TO:</b>	Planning Commission	<b>DATE:</b>	December 14, 2021
<b>FROM:</b>	Peter Gallinat Township Zoning Administrator		
<b>PROJECT:</b>	Home Occupation/Home-Based Limited Business Presentation		

**Home Occupation:** *A business, occupation or similar activity of limited scope and intensity undertaken for compensation exclusively by members of the household, on land occupied by the household’s principal dwelling and in a manner that conforms to the specific home occupation use standards of this Ordinance and that is incidental and secondary to the use of the dwelling and premises for residential purposes.*

**Home-Based Limited Business:** *A business, occupation or similar activity of restricted scope and intensity undertaken for compensation by members of the household and a restricted number of non-resident employees, on land occupied by the household’s principal dwelling and in a manner that conforms to the specific home-based limited business use standards of this Ordinance and that is incidental and secondary to the use of the dwelling and premises for residential purposes.*

**SUMMARY**

Previously in the 1991 Zoning Ordinance the Township had a mechanism for processing and granting home occupation permits for Residents of the Township. The availability of a home occupation permit allowed residents to conduct specific and restricted occupations from their own residential home or accessory structure at their residence.

One of the many changes with the new 2020 Zoning Ordinance along with amendments adopted in 2021 was to the process and scope of home occupations in Union Township. The first was adding a definition for home-based limited business. As with other communities that only use home occupations a problem that can occur is that the occupation can gradually or quickly morph from a less intense home occupation and become a more intense home-based limited business. Another change was making the approval of a home occupation administratively by Township staff. A home-based limited business follows the same process as a special use permit.

The Township has not yet received any new applications for a home occupation or home-based limited business under the new Ordinance, but this is not expected to last. With the pandemic of 2020 many people discovered what it was like to work at home and there is an economic benefit to using your home for office space as an independent entrepreneur versus paying to rent out office space.

This month the Michigan Association of Planning held a virtual workshop discussing Home Occupations and Home-Based Limited Businesses. I was able to attend on a short notice and decided that there was value in sharing and reviewing the information that was provided in a presentation during our upcoming regular meeting. A link to download the guidebook from the workshop has also been sent to you in a separate email.

Please contact me at (989) 772-4600 ext. 241, or via email [pgallinat@uniontownshipmi.com](mailto:pgallinat@uniontownshipmi.com), with any questions about this information.

Respectfully submitted,

***Peter Gallinat – Zoning Administrator***  
Community and Economic Development Department

## PLANNING COMMISSION ANNUAL REPORT FOR 2021

<b>TO:</b>	Board of Trustees	<b>DATE:</b>	December 14, 2021
<b>FROM:</b>	Planning Commission		
<b>PROJECT:</b>	Annual Report for 2021		
<b>ACTION REQUESTED:</b> To adopt the annual report to the Board of Trustees as required by the Michigan Zoning Enabling Act and the Planning Commission Bylaws.			

### 2021 Meetings

The Planning Commission met on the 3<sup>rd</sup> Tuesday of each month in 2021. In addition, the Planning Commission held special meetings in March and August.

### Special Use Permits

1. PSUP20-03 New Isabella County Jail and Sheriff's Office located on E. Remus Road east of the U.S. 127. **A special use for a proposed new County facility on Summerton Road near the E. Remus Road intersection. (Withdrawn by the applicant – replaced with PSUP21-01)**
2. PSUP21-01 New Isabella County Jail and Sheriff's Office located on E. Remus Road east of the U.S. 127. **A special use for a new County facility as a public and institutional use. (Recommended Approval)**
3. PSUP21-02 Krist Filling Station located on the southwest corner of E. Pickard Road and S. Isabella Road. **A special use for a filling station in a B-7 District. (Recommended for Approval)**
4. PSUP21-03 Breanne Moeggenberg Group Day Care Home, 611 S. Bamber Road. **A special use for a Group Day Care Home. (Recommended for Approval)**

### Site Plans

1. PSPR20-02 Sam's Club Filling Station Preliminary Site Plan. **A new gas station located at Sam's Club. (APPROVED)**
2. PSPR20-14 Grayling Investors – Dunkin Donuts/Marathon Filling Station Final Site Plan. **A new gas station along with convenience store and Dunkin Donuts drive thru located at the corner of S. Isabella and E. Broomfield Roads. (APPROVED)**
3. PSPR20-18 New Isabella County Jail and Sheriff's Office Preliminary Site Plan. **A proposed new County facility on Summerton Road near the E. Remus Road intersection. (Withdrawn by the applicant – replaced with PSPR21-12)**

4. PSPR20-19 Den at Broomfield Preliminary Site Plan. **A mixed – use structure on corner of Broomfield and Sweeney roads. Business on the first floor and residential on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. (APPROVED)**
5. PSPR21-01 Sam’s Club Filling Station Final Site Plan. **A new gas station located at Sam’s Club. (APPROVED)**
6. PSPR21-02 Biggby Coffee Final Site Plan. **A new drive thru only Biggby Coffee located on E. Pickard Road in the parking lot of the old Mid-Michigan College building. (APPROVED)**
7. PSPR21-03 Malley Construction Contractor’s Yard Final Site Plan. **An expansion of Malley’s Construction operation on the corner of E. Airport and Packard roads. (APPROVED)**
8. PSPR21-04 McGuirk Mini Storage Inc. Phase 2 Preliminary Site Plan. **An expansion of an existing self-storage operation Located on Lexi Lane. (APPROVED)**
9. PSPR21-05 Consumers Energy City Gate Final Site Plan. **Improvements to Consumer Energy’s existing property located on the corner of S. Summerton Road and E. Pickard Road. (APPROVED)**
10. PSPR21-08 McGuirk Mini-Storage Expansion Final Site Plan. **An expansion of an existing self-storage operation Located on Lexi Lane. (APPROVED)**
11. PSPR21-09 The Den on Broomfield Final Site Plan. **A mixed – use structure on corner of Broomfield and Sweeney roads. Business on the first floor and residential on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. (APPROVED)**
12. PSPR21-10 Broomfield Condominium 2420 E. Broomfield Road Combined Preliminary and Final Site Plan. **A new 41,600 square foot addition and 11,500 square foot addition to the existing buildings on site. (APPROVED)**
13. PSPR21-11 Amazon Distribution Center 2266 Northway Drive Combined Preliminary and Final Site Plan. **Improvements to part of an existing warehouse building and site for a new distribution center facility. (APPROVED)**
14. PSPR21-12 County Jail and Sheriff’s Office Preliminary Site Plan. **A new County facility located on the south side of E. Remus Road east of U.S. 127. (APPROVED)**
15. PSPR21-13 Combined Preliminary and Final Site Plan. **A new Dollar General located at 5048 E. Pickard Road. (APPROVED separately as preliminary and final site plans)**
16. PSPR21-14 Summerhill Village Mobile Home Park Preliminary Site Plan. **A new Clubhouse and parking lot improvements located at 5280 S. Mission Road. (APPROVED)**
17. PSPR21-15 Krist Oil Preliminary Site Plan. **A new Krist Oil Filling Station located on the corner of E. Pickard Road and S. Isabella Road. (APPROVED)**
18. PSPR21-16 Summerhill Village Mobile Home Park Final Site Plan. **A new Clubhouse and parking lot improvements located at 5280 S. Mission Road. (APPROVED)**
19. PSPR21-18 County Jail and Sheriff’s Office Final Site Plan. **A new County facility located on the south side of E. Remus Road east of U.S. 127. (APPROVED)**

20. PSPR21-19 Grafx Central Addition Combined Preliminary and Final Site Plan. A proposed 6,000 square foot addition to existing building. (Approved as a Preliminary Site Plan only)

### **Rezone Applications and Text Amendments**

1. PREZ21-01 Rezone 5048-5082 E. Pickard Road on the south side of Pickard Road and west side of Florence Street from B-7/R-2B to all B-7. The rezoning request would end up being for a new Dollar General. (Recommended Approval)
2. PREZ21-02 Rezone 2266 Northway Drive from B-7 to I-2. The rezoning request would end up being for the new Amazon Distribution Center. (Recommended Approval)
3. PTXT21-01 Zoning Ordinance Text Amendment. Amendments to further clarify and improve the function of the Zoning Ordinance. (Recommended Approval)

### **Other items of Business**

- Commissioners Tera Albrecht and Phillip Squatrito attended remote training sessions held over the course of the year.
- Appointed Ryan Buckley as liaison from the Planning Commission to the Zoning Board of Appeals.
- Discussed ways to implement Township Master Plan policy recommendations.
- Discussed updating the Township Parks and Recreation Master Plan.
- Elected Officers of the Planning Commission for the year 2021.
- Appointed Jeff Siler and Phil Hertzler to the Sidewalk and Pathways Prioritization Committee.
- Reviewed and adopted updated Planning Commission Bylaws.
- Presentation on freestanding solar arrays.
- Adopted 2022 Meeting Calendar.
- Discussed reviewing and amending the Township Sidewalks and Pathways Ordinance.
- Discussed reviewing and amending the Township Private Road Ordinance.
- Presentation of Home Occupations and Home Limited Based Business uses in the Township.

<b>TO:</b> Planning Commission	<b>DATE:</b> November 8, 2021
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	
<b>SUBJECT:</b> Proposal to update the Township’s Private Road Ordinance No. 2000-09.	

### **Background Information**

#### **Summary of the Current Private Road Ordinance**

The Township’s current Private Road Ordinance has been in effect without amendment for more than twenty years. This ordinance establishes basic standards for new private roads, including naming of the road, speed limit, spacing, traffic control signage, maintenance agreement, and compliance with Isabella County Road Commission standards for the type of proposed road based on the number of lots to be served by the road.

#### **Deficiencies in the Current Ordinance**

The following is a summary of issues and deficiencies noted by staff during a review of the current Ord. No. 2000-09:

1. The current ordinance does not clearly establish enforceable safety, width, and condition standards that would apply to all existing private roads.
2. The current ordinance does not address all of the potential forms of development that may include private roads. Private roads can be established through a subdivision plat or a condominium development, through a site plan approval process , or through a metes and bounds land division.
3. The current ordinance includes no minimum standards for private road plans.
4. Other than a somewhat oblique reference to the “Department of Public Works,” the current ordinance does not spell out an approval process or who is actually responsible for review and action on an application for private road approval.
5. There are also no provisions in the current ordinance for amending or altering a previously approved private road.
6. The current ordinance also conflicts with provisions of Zoning Ordinance No. 20-06 that do not allow for use of a shared driveway for access to two separate residences.

### **Proposal to Update the Private Road Ordinance**

The following is a summary of staff-recommended updates and questions for Planning Commission consideration and input into any update to the Private Road Ordinance:



1. **Establish a clear approval process.**

- Subdivision plats. Add confirmation that private roads in a proposed subdivision plat shall conform to the standards of this ordinance but shall be subject to review and approval under the provisions of the Township's subdivision ordinance.
- Condominium developments. Add confirmation that private roads in a proposed condominium development shall conform to the standards of this ordinance but shall be subject to site plan approval under the Township's Zoning Ordinance.
- Metes and bounds land division. Establish a private road development plan approval process in the updated ordinance for roads that would serve lots to be created via metes and bounds land division. The process would include:
  - Preliminary private road development plan review and approval - *by the Planning Commission? or by Township staff?*
  - Outside agency approvals secured by the applicant from the Mt. Pleasant Fire Department, the Township Public Services Department, and the county Road Commission, Transportation Commission, and Drain office.
  - Final private road development plan review and approval - *by the Planning Commission? or by Township staff?*

2. **Minimum standards for existing private roads.** Add the following specific requirements that would apply to all existing private roads in the Township regardless of age or original method of approval:

- Minimum standards for improved roadway width, surface and turnaround area.
- Functional roadside drainage.
- Failure to maintain an existing road so that the Mt. Pleasant Fire Chief or designee can safely access properties and maneuver their vehicles would be an ordinance violation, with all responsible parties subject to potential penalties.
- No new lots could be created and no new principal buildings or dwellings could be constructed on an existing road that is in violation of these minimum standards.
- Addressing inconsistencies shall be subject to re-addressing by the county to ensure that all properties can be quickly accessed in an emergency.

3. **Paving?**

- Add a requirement that all new private roads be paved with asphalt or concrete in accordance with county Road Commission standards for paved local streets?*

4. **Special assessment district for maintenance?**

- Add a requirement that a special assessment district shall be established for maintenance and future repaving of all new private roads?*

Please contact me at (989) 772-4600 ext. 232 or via email at rnanney@uniontownshipmi.com with any questions or concerns.

Respectfully submitted,

**Rodney C. Nanney, AICP**

Community and Economic Development Director

**210.000 PRIVATE ROADS**  
**Ord. No. 2000-09**  
**Adopted: December 18, 2000**

An ordinance to regulate the construction of private roads within the Charter Township of Union.

The Charter Township of Union, Isabella County, Michigan, Hereby Ordains:

**210.001 Title, intent and purpose.**

Sec. I. This ordinance shall be known and cited as the "Union Township Private Road Ordinance". The intent of this ordinance is to provide and manage access to land development, while preserving the regional flow of traffic in terms of safety, capacity, and speed. If access systems are not properly designed, these thoroughfares will be unable to accommodate the access needs of development and retain their primary transportation function. This ordinance balances the right of reasonable access to private property, with the right of the citizens of the Charter Township of Union and the State of Michigan to safe and efficient travel. Regulations have been applied to private roads for the purpose of reducing traffic accidents, personal injury, and property damage attributable to poorly designed access systems, and to thereby improve the safety and operation of the roadway network. This will protect the substantial public investment in the existing transportation system and reduce the need for expensive remedial measures. These regulations also further the orderly layout and use of land, protect community character, establish emergency vehicle access and conserve natural resources by promoting well-designed road and access systems and discouraging the unplanned subdivision of land.

**210.002 Private roads.**

Sec. II.

1. Private driveways designed to serve one or two lots which may not be served by a driveway from a public road are exempt from these regulations. Such lots typically do not have frontage on a public road and are served by easements or by "flag" lots.
2. Private roads may be permitted in accordance with the requirements of this Section and the following general standards shall apply:
  - a) All private roads in the township shall be constructed to Isabella County Road Commission (I.C.R.C.) specifications as revised and contained in "Standards and Specifications for Plat Development/Site Condominium Development and Street Construction" and have an easement of a minimum of 66 feet in width.
  - b) Private roads that are generally accessible to the public shall have all traffic control features, such as striping or markers, in conformance with the Manual of Uniform Traffic Control Devices.
  - c) The minimum distance between private road outlets on a single side of a public road shall be 660 feet, or less where provided by access classification and standards for state roads and local thoroughfares.
  - d) All properties served by the private road shall provide adequate access for emergency vehicles and shall conform to the approved local street numbering system.

- 
- e) All private roads shall be designated as such and will be required to have adequate signage indicating the road is a private road and not publicly maintained.
  - f) All private roads shall have a posted speed limit not to exceed 20 miles an hour.
  - g) All private roads shall have adequate provisions for drainage and stormwater runoff as provided in the above referenced ICRC document.
3. Private roads serving between three and 13 unplatted lots may utilize the I.C.R.C.'s Typical Rural Residential cross section without the bituminous surface. The road commission shall not be compelled to accept roads constructed to this lesser standard.
  4. Roads serving more than 13 lots shall be constructed or upgraded to meet all specifications in the above referenced I.C.R.C. document.
  5. Applications for subdivision and land divisions approvals that include private roads shall include a drainage plan and road construction plan, prepared by a registered engineer. The township appointed engineer shall review private road plans for conformance with this Code.
  6. Construction permits are required for connection to public roads. Application for road construction shall be made concurrent with the creation of a lot that does not have frontage on a public road. A road construction permit shall be issued after approval of the private road plan and the entire length of the road shall be inspected during construction and upon completion. If found in conformance, a final use permit shall be issued.
  7. No building permit shall be issued for any lot served by a private road until the private road has been constructed and approved, so that all lots to be served by the private road have access to a public road. All lots that are in existence at the time of adoption of this ordinance shall be issued building permits, providing all other requirements for a building permit are met.
  8. A road maintenance agreement, drafted by the applicant and approved by the township attorney shall be recorded with the deed of each property to be served by a common private road. The agreement shall provide for:
    - a) A method to initiate and finance a private road and maintain that road in good condition;
    - b) A method of apportioning maintenance costs to current and future users;
    - c) A provision that the township may inspect, and if necessary, require that repairs be made to the private road to ensure that safe access is maintained for emergency vehicles. If required repairs are not made within six months of date of notice, the township may make the necessary repairs and assess owners of parcels on the road for the cost of all improvements plus an administrative fee, not to exceed 25% of total costs;
    - d) A provision that the majority vote of all property owners on the road shall determine how the road is maintained except in the case of emergency repairs as outlined above;
    - e) A statement that no public funds shall be used to construct, repair or maintain the road;
    - f) A provision requiring mandatory upgrading of the roadway if additional parcels are added to reach the specified thresholds; and
    - g) A provision that property owners along that road are prohibited from restricting or in any manner interfering with normal ingress and egress by any other owners or persons needing to access properties with frontage on that road.
  9. No private road shall be incorporated into the public road system unless it is built to public road specifications of the county. The property owners shall be responsible for bringing the road into conformance.

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10. All private roads shall have a sign and name meeting township standards and shall include the following notice: "Private Road" "Not maintained by Public".
  11. An application fee will be established by the Director of Public Works to cover administrative, processing, and inspection costs.
  12. The United States postal service and the local school district are not required to use the private road for access to the parcels abutting the private road and may require that service be provided only at the closest public access point.

### **210.003 Severability.**

Sec. III. The provisions, sections, sentences and phrases of this Ordinance are declared to be severable and if any such portion is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, such finding shall in no way affect or invalidate the remainder of this Ordinance.

### **210.004 Effective date.**

Sec. IV. This Ordinance will take effect immediately after publication.

## Sidewalk and Pathway Ordinance Punchlist Report

<b>TO:</b> Planning Commission	<b>DATE:</b> November 9, 2021
<b>FROM:</b> Peter Gallinat, Zoning Administrator	
<b>SUBJECT:</b> Proposal to update the Township's Sidewalk and Pathway Ordinance No. 2009-03.	

### Background Information

#### Summary of the Current Sidewalk and Pathway Ordinance

The Township's current Sidewalk and Pathway Ordinance establishes basic construction standards for new sidewalks and paved pathways, with a primary focus on public sidewalks that would be located within existing road rights-of-way. Additional provisions establishing responsibility for maintenance and repairs are also included. The ordinance also establishes the Sidewalks and Pathways Prioritization Committee with the charge *"to plan and prioritize construction of sidewalks and pathways (and to) meet as needed to review the plan and make recommendations to the Township Board."*

#### Deficiencies in the Current Ordinance

The following is a summary of issues and deficiencies noted by staff during a review of the current Ord. No. 2009-03:

1. Minimum sidewalk width requirements are insufficient and not consistent with current practices. In addition, clarification is needed regarding standards for connections from the public sidewalk to building entrances.
2. The current ordinance does not address where installation of a "pathway" vs. a "sidewalk" would be preferred.
3. Standards for sidewalk easements outside of the road right-of-way are missing.
4. Provisions for enforcement responsibilities are out-of-date.
5. The current ordinance provides no distinction between rural and urban areas as it relates to requirements for sidewalk or pathway installation.
6. The current ordinance is in conflict with the 2018 policy adopted to allow for temporary relief from sidewalk construction, as there is no enabling language in the current ordinance for this policy.
7. Provisions describing the specific duties of the Sidewalks and Pathways Prioritization Committee leave far too much room for interpretation. The relationship between the committee and the Planning Commission is also less clear than it should be.

## **Proposal to Update the Sidewalk and Pathway Ordinance**

The following is a summary of staff-recommended updates and questions for Planning Commission consideration and input into any update to the Sidewalk and Pathway Ordinance. The “129.xxx” number references are to identify proposed amendments to the associated sections of the current Sidewalk and Pathway Ordinance:

### **Revise Section 129.002 (Purpose and scope of application)**

- Clarify this section to confirm that the ordinance establishes standards for:
  - sidewalks and pathways located in public road rights-of-way;
  - sidewalks and pathways located within dedicated easements; and
  - pedestrian connections from building entrances to current or future public sidewalks or pathways along the road or street.

### **Revise Section 129.003 (Definitions)**

- Add definitions for Zoning Administrator, the Economic Development Authority (EDA) Board and the East and West Downtown Development Authority (DDA) Districts.

### **Revise Section 129.004 (Standards)**

- Under *Construction Standards*, consider:
  - increasing the minimum sidewalk width from 4 feet to 5 feet in general;
  - adding a higher than general minimum width of sidewalks for portions of roads such as E. Bluegrass Road, E. Broomfield Road, S. Isabella Road, and the M-20 state highway corridor, as specified in the updated ordinance; and
  - identifying specific circumstances where a pathway would be preferred over a sidewalk (such as what exists on E. Deerfield Road between S. Mission Road and S. Crawford Road).
  - Exempting mobile home park developments from requirements for internal sidewalks with the development, since regulation these sidewalks is pre-empted by the state Mobile Home Commission Act. These developments would remain subject to requirements of this ordinance to provide a required sidewalk or pathway along their public road frontage.
- Under *Location*, consider adding to subsection “d.” language about a dedicated easement from property owner as a reason for modification of the location.
- Under *Maintenance responsibility*, should sidewalk maintenance along E. Pickard Rd. in the East DDA District remain with the property owners, or should the ordinance be updated to reflect the EDA Board’s practice of funding this work?
- Under *Snow and ice removal*, enforcement is not reasonably possible. The cutoff time is 6pm when the Township Hall is closed. The temperatures can fluctuate through the day and snow drifting is unpredictable. Staff recommends that this subsection be updated with a general requirement that sidewalks need to be kept clear of snow and ice within a reasonable set time period following the end of a snowfall event. Township staff would then work with a property owner as needed through the enforcement process to ensure that the snow and ice is removed in a timely manner

### **Revise Section 129.005 (Sidewalks and pathways plan)**

- Revise establishment language for the Sidewalks and Pathways Prioritization Committee to confirm that:
  - with the exception of the Board of Trustees representative, committee members are appointed by the Planning Commission;
  - the committee is an advisory committee to the Planning Commission as authorized by Section 17(2) of the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended);
  - the committee’s advisory role related to planning for sidewalks and pathways is delegated to them by the Planning Commission;
  - the Planning Commission may, by motion, direct that the committee focus on a specific issue, project or geographic area; and
  - the Planning Commission may, by motion, discontinue the work of the committee to take back these delegated planning responsibilities.
- Clarify the language outlining the duties of the committee to be more consistent with the committee’s advisory role.
- Consider a set meeting schedule for the committee, such as *“may meet up to four (4) times per year, including a joint meeting with the Planning Commission.”*

### **Revise Section 129.006 (Enforcement)**

- Update the references to enforcement personnel and provisions for inspections and violations to be consistent with the Community and Economic Development Department’s current practices and organizational structure.
- Better coordinate the “sidewalk permit” provisions with current Township development review and permitting activities.
- For the *Site plan review* subsection, include requirements for sidewalks or pathways to be shown on all plans in accordance with location, along with details for how the sidewalk or pathway will be paved.
- For the *Authority of the Township Board to require sidewalk or pathway construction or maintenance*, consider adding provisions for the Board to seek a Planning Commission recommendation as a step in the process prior to final consideration of an order to construct a new sidewalk or pathway.
- If the Township will be using a vendor to install or repair sidewalks at the owner’s expense, consider borrowing the language from the Noxious Weeds Ordinance for the enforcement process of paying the vendor and then charging the property owner.

### **Revise Section 129.007 (Penalties, severability, conflicting provisions, effective date)**

- Update the penalty provisions to be consistent with recent updates to other Township ordinances.

### **Insert the Temporary Relief from Sidewalk Construction Policy into the updated ordinance**

- Include the entire process that an applicant would have to go through to correctly request temporary relief from sidewalk/pathway construction into the updated ordinance, with the following adjustments from the current (2018) policy:

- Consider removing the allowance for relief in the industrial zoning districts, since there is just as much of a need for workers to be able to access these employment centers by walking and bicycling as there is to have adequate vehicular access.
- Consider removing the allowance for relief associated with an absence of pedestrian-vehicle accidents resulting in an injury or fatality. This is not a statistic that Township staff can easily track or verify.
- Consider adding an allowance for partial relief on a corner lot where compliance with this ordinance would require the applicant to construct a sidewalk access ramp or similar improvement on the other side of a street.
- Should the EDA Board have any role under an updated ordinance for consideration of requests for relief within the East or West DDA Districts?

**Consider adding provisions for payment in lieu of sidewalk construction?**

- Consider establishment of a Sidewalks and Pathways Fund with a provision similar to this:
  - The Township may agree to allow a property owner to post a cash deposit in lieu of sidewalk or pathway construction, in an amount equivalent to the cost of construction, which would be held in deposit until the adjacent properties develop and install sidewalks or pathways.
  - This option should only be available under very limited circumstances or in specific locations of the Township identified in the updated ordinance (such as along the E. Broomfield Rd. commercial area east of S. Lincoln Rd.).

Please contact me at (989) 772-4600 ext. 241, or via email at [pgallinat@uniontownshipmi.com](mailto:pgallinat@uniontownshipmi.com), with any questions about this letter.

Respectfully submitted,

**Peter Gallinat, Zoning Administrator**

Community and Economic Development Department

1.



**PARKS AND RECREATION MASTER PLAN UPDATE**

<b>TO:</b>	Planning Commission	<b>DATE:</b>	December 15, 2021
<b>FROM:</b>	Rodney C. Nanney, AICP. Community and Economic Development Director		
<b>PROJECT:</b>	Anticipated schedule for updating the Parks and Recreation Master Plan; and an invitation for the Planning Commission to begin this process by reviewing the parks and recreation-related goals and objectives included in various Township and regional planning documents.		

**Background Information**

A five-year Parks and Recreation Master Plan is a tool to direct the acquisition, funding, development, and improvement of Township-maintained recreational facilities, and is one of the important “planning documents,” along with the Township’s Master Plan for Future Land Use, that guide development activity in the Township. You should have a paper copy of the document, which was provided to you earlier this year. A digital copy is also available on the Township’s website under [Charter Township of Union > Community Information > Parks \(uniontownshipmi.com\)](http://www.uniontownshipmi.com).

If prepared and adopted in accordance with the “*Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans*” established by the Michigan Department of Natural Resources (MDNR), an up-to-date Parks and Recreation Plan also ensures that the Township is eligible for state recreation grants.

In accordance with state guidelines, a local parks and recreation master plan is valid for grant funding eligibility for a period of five (5) years from adoption. The Township’s current plan is out-of-date, as it was adopted on December 8, 2010. The following is a summary of the anticipated work needed to prepare an updated plan for the Township:

Parks and Recreation Master Plan Update Project				
Project Elements	Tentative Schedule	Responsibility		
		Planning Commission	Board of Trustees	Staff
<b>Project Initiation</b>				
Prepare a tentative project schedule	12/2021			◆
Review of the Recreation Goals and Objectives in various Township and regional planning documents	12/2021	◆		
Prepare an updated Community Description	12/2021 – 1/2022			◆

Parks and Recreation Master Plan Update Project				
Project Elements	Tentative Schedule	Responsibility		
		Planning Commission	Board of Trustees	Staff
Prepare an updated Administration Structure	12/2021 – 1/2022			◆
Prepare an updated Recreation Inventory	12/2021 – 2/2022			◆
Prepare an updated Natural Resource Inventory	12/2021 – 2/2022			◆
<b>Plan Preparation Tasks</b>				
Preparation of Survey Questions and Scope	1/2022 – 2/2022	◆		◆
Compilation of Survey Data and Results	4/2022			◆
Review of Survey Results and Updates to the Recreation Goals and Objectives	4/2022	◆		
Preparation of updated draft Parks and Recreation Master Plan materials	12/2021 – 6/2022			◆
Preparation of the final draft Parks and Recreation Master Plan for public review and comment and a public hearing	7/2022 – 8/2022			◆
<b>Adoption and Filing</b>				
Filing of the adopted Parks and Recreation Master Plan with the Michigan Dept. of Natural Resources (MDNR) for grant funding eligibility.	10/2022			◆
<b>Public Participation Elements</b>				
Survey (mail/online)	3/2022			◆
Open house-style public display/availability of Parks and Recreation materials/maps for comments	3/2022 – 4/2022			◆
Review of updated draft Parks and Recreation Master Plan materials at public meetings	6/2022 – 7/2022	◆	◆	
Planning Commission public hearing on the draft Parks and Recreation Master Plan	8/2022	◆		
Minimum 30-day public display/availability of the final draft Parks and Recreation Master Plan for review and comment (with public notice)	8/2022 – 9/2022			◆
Board of Trustees public hearing on the final draft Parks and Recreation Master Plan	10/2022		◆	
Board of Trustees adoption of the updated Parks and Recreation Master Plan by Resolution	10/2022		◆	

## **Review of Recreation Goals**

Since the 2010 Parks and Recreation Master Plan was adopted, a number of other Township and regional plans have been developed that include recreation-related policies. As a starting point for this planning project, the goals-related sections of the following planning documents are attached for Planning Commission review and consideration:

1. 2010 Township Parks and Recreation Master Plan – Goals and Objectives
2. 2021 Township Board of Trustees Policy Governance – Section 1: Ends
3. 2018 Township Master Plan for Future Land Use – Plan Framework and Goals
4. 2011 Greater Mt. Pleasant Area Non-motorized Plan – Goals and Objectives
5. 2020 City of Mt. Pleasant Master Plan – Parks and Recreation Plan Recommendations

**The intent of this review is to begin to identify the goals that should serve to guide the initial preparation of survey questions and the key areas of focus for this plan update process.** The following is an excerpt from the MDNR *Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans* describing their desired focus for recreation-related goal-setting:

*Goals should be based on the demographic characteristics of the population served and the physical and environmental characteristics of the area, such as the size of the population, age, gender and the distribution of low-income, disabled, elderly and minority residents. Recreation opportunities provided should be determined based on a consideration of the demographic subgroups that make up the population of the community, which recreation opportunities each of these subgroups wants, where the subgroups live, how they will get to the parks or other locations that provide recreation opportunities, how much they can afford to pay and many other factors. ...*

*Goals should be broad enough and have one or more objectives associated with them. Objectives will be more specific actions to help accomplish the goal.*

Here are some potential questions to consider as part of your review and our discussion during the upcoming meeting:

- A. Which of the goals and objectives listed in the 2010 Township Parks and Recreation Master Plan remain relevant for guiding the development of an updated plan?**
- B. Which of the goals and objectives listed in the 2011 Greater Mt. Pleasant Area Non-motorized Plan remain relevant for guiding the development of an updated plan?**
- C. To foster intergovernmental coordination and minimize duplication of facilities and services, are there elements of the City of Mt. Pleasant Master Plan’s “System-Wide Recommendations” for parks and recreation that should be incorporated into a Township plan update?**
- D. How do these identified goals and objectives serve to achieve the desired outcomes (“Ends”) identified by the Board of Trustees in their Policy Governance document?**

## Chapter 5: 2010-2015 Goals and Objectives

### Global Planning Goals

- Pursue opportunities for intergovernmental cooperation with the City of Mount Pleasant, Isabella County, the Tribe, and other organizations to further parks and recreation goals for all agencies. The County, Township(s), and Tribe share several areas of interest upon which a partnership for facility development could be based. As expressed by township officials and residents, areas of common interest include:
  - Development of a community aquatic facility.
  - Increase linkages to rails and pathways.
  - Develop a river use/management plan.
- Ensure that all township parks meet accessibility guidelines.

### Park Goals

- Improve opportunities for non-motorized transportation including bicycle lanes on roads, sidewalks, and linkages to existing local and regional trail systems and parks working with M-DOT, the city, county and Tribe, and trails groups.
- Continue Park Development, Improvements, and Maintenance.
  - Continue to maintain and update park equipment and facilities as needed with particular attention to accessibility features.
  - Identify property for acquisition for future park development.
  - Work with area officials to insure that recreation needs are considered in the planning process and to encourage developers to set aside space for development of pathways parks and play areas.
- Develop new park areas to meet resident needs:
  - Sport fields for soccer
  - Dog park
  - Outdoor ice arena
  - Additional picnicking area at McDonald Park (wooded area adjacent to Council on Aging).
  - Link the Council on Aging property with McDonald Park.
- Develop township property on S. Mission as a community park to serve the southern portion of the township.
- Explore development of an indoor swimming pool in the community in cooperation with other units of government and organizations.
- Improve River access for township residents including creation of additional access for canoeing, fishing, and swimming within the township.

### Recreation Goals

- Increase opportunities for organized leisure and recreation for children and youth in the township.

## Section I: ENDS

### 1.0 POLICY TITLE: *GLOBAL END*

- 1.0 Union Township exists to support a sustainable community through the most effective use of resources that achieve the highest quality of life.

The highest quality of life encompasses sustained or enhanced:

1. Community well-being and the common good
2. Prosperity through economic diversity, cultural diversity, and social diversity
3. Safety
4. Health
5. Natural environment
6. Commerce

- 1.1 Residents engage in a vibrant community life.

1.1.1 All demographics within the township can feel welcomed, feel belonging, and engage with the community.

1.1.1.1 A welcoming atmosphere, promoting tolerance and inclusion of all cultures, orientations, and economic status.

1.1.1.2 Fair and nondiscriminatory code enforcement

1.1.1.3 Residents take pride in their community, understand its past and engage in its future.

1.1.2 Residents look to the township as a key information source for community activities, quality public services and resources in the region.

1.1.2.1 Create more frequent opportunities for citizen/Board dialogue

- 1.2 All residents can thrive and achieve more than their basic needs.

1.2.1 Diverse and special communities are attracted by the community's creative and innovative spirit and high quality of life.

- 1.3 All residents may enjoy a safe environment including:

1.3.1 Safe, accessible routes for pedestrians, bicyclists, and motorized vehicles.

1.3.2 Code enforcement to original specifications for commercial, industrial, and residential properties.

1.3.3 Safety in parks and township property.

1.3.4 Safe, well maintained roads

1.3.4.1 Create bike lanes and cross walks on roads

1.3.5 Safe and secure schools through intergovernmental efforts

- 1.4 Residents of all ages shall have access to facilities that enable an active, healthy lifestyle.

1.4.1 An accessible, walkable and bikeable community using the Greater Mt. Pleasant Area Non-Motorized Plan and Sidewalk and Pathways Committee recommendations as a guide

1.4.2 Drinking Water that meets or exceeds Michigan standards for quality of water.

1.4.3 Wastewater system meets or exceeds Michigan standards.

1.4.4 Create facilities at parks that can be used to facilitate an active and healthy lifestyle

- 1.5 Residents can enjoy the natural resources and green space of the township.
  - 1.5.1 Air, water and soil meet or exceed Michigan’s quality standards.
  - 1.5.2 People have optimum access to and enjoy a clean Chippewa River through intergovernmental efforts.
  - 1.5.3 Natural corridors optimized for enhanced commercial and residential districts.
  - 1.5.4 Increase use of alternative forms of energy within Township facilities and operations.
  
- 1.6. Commercial establishments, including new, innovative, and traditional, are drawn to Union Township through commerce –friendly economic development policies.
  - 1.6.1 Controlled establishment of potentially undesirable businesses.
  - 1.6.2 Create a purchasing policy that includes mechanism to encourage local purchase of goods and services within reasonable cost limits
  - 1.6.3 Create mechanism to increase dialogue with business community to ensure quality services are provided

## D. Plan Framework and Goals

Each plan chapter contains an overview of existing conditions, applicable Future Land Use descriptions, and specific goals, as well as recommendations and implementation strategies.

Chapter 2 discusses *Growth Management* and the development pressures occurring in the township.

Chapter 3 addresses *Complete Streets* and highlights areas for non-motorized infrastructure, also drawing on recommendations from the 2006 Access Management Plan.

Chapter 4 includes the Future Land Use map and, addresses *future land use*, housing, commerce and employment, respectively.

The concluding implementation chapter ties the preceding chapters together with the Future Land Use plan and implementation action plan. There, actions are categorized by topic, timeframe, and responsibility. This action plan can serve as an annual checklist to ensure the plan's implementation.

The Plan goals and objectives are summarized below, and revisited in greater detail throughout the following chapters.



*Throughout the plan, goals and objectives are highlighted in light blue.*



*Implementation strategies are highlighted in navy. For a complete list of implementation tools, and timeframes, see Chapter 5.*

### ***Plan Goals and Objectives***

***Goal 1: Preserve and protect key natural and agricultural resources.***

- 1.1. Protect significant, sensitive natural amenities such as water bodies, wetlands, mature trees and natural ecosystems.
- 1.2. Coordinate utility expansion in a way that encourages development along existing arterial roadways and on vacant or underutilized sites first.
- 1.3. Preserve areas suitable for farming and agriculture-related uses

***Goal 2: Create a safe, balanced and coordinated multi-modal transportation system adequate to accommodate the ongoing growth and (re)development of Union Township.***

- 2.1. Connect schools, parks and other public facilities with a system of pathways, bikeways and trails
- 2.2. Prioritize sidewalks in areas where there are connectivity gaps first
- 2.3. Work with the Road Commission to incorporate non-motorized facilities into road improvement projects

***Goal 3: Maintain a well-organized, balanced and efficient use of land in the Township.***

- 3.1. Re-imagine the Bluegrass Road Subarea as a vibrant destination for community business, social and civic activity.
- 3.2. Continue to encourage quality office and commercial development and redevelopment along corridors.
- 3.3. Encourage sensible, sustainable, diverse, high-quality office, commercial and industrial development in designated areas to ensure employment opportunities remain supported by the community's existing and reasonably anticipated future infrastructure.
- 3.4. Encourage a transition between land uses that provides a logical progression towards more intense uses closer to the City.
- 3.5. Expand housing choices to support multiple options for a wide range of age groups and family types.



## **2.2 Goals & Objectives**

In addition to a vision statement, there are four goals listed below. Each statement is a general representation of the top desired project outcomes from the web survey.

- 1. Provide better non-motorized connectivity**
- 2. Advance community health**
- 3. Improve pedestrian and bicycle safety**
- 4. Institute changes that lead to a pedestrian and bicycle friendly community**

### **Goal One: Provide better non-motorized connectivity**

#### **Objectives:**

- a) Provide non-motorized links between key destinations within the Greater Mt. Pleasant area (such as shopping centers, parks, schools, campuses, downtown, etc.)
- b) Provide non-motorized connections between the Mt. Pleasant area and regional destinations (such as the Pere-Marquette Rail-Trail, Clair, Fred Meijer Hartland Trail, Deerfield Park etc.)
- c) Provide a complete non-motorized network (including features such as sidewalks, bike lanes, bike routes, safe road crossings etc.)
- d) Provide an implementation plan that addresses the phasing of the network in a realistic manner that takes cost and benefits into consideration
- e) Provide appropriate identification and wayfinding signage for pedestrian and bicycle routes that link to key destinations in the Greater Mount Pleasant Area and Isabella County

### **Goal Two: Advance community health**

#### **Objectives:**

- a) Reduce automobile dependency
- b) Reduce obesity due to physical inactivity
- c) Provide more active recreation opportunities (such as off-road trails)
- d) Increase the number of people walking and bicycling especially for daily transportation trips such as commuting and errands
- e) Improve air quality (such as reducing CO2 emissions)



**Goal Three: Improve bicycle and pedestrian safety****Objectives:**

- a) Reduce the number of bicycle and pedestrian crashes
- b) Maintain non-motorized facilities such that they are safe to use in a cost effective manner
- c) Improve the education of motorists in regards to pedestrian and bicyclist issues
- d) Improve the education of pedestrians and bicyclists in regards to rules of the road, motorists concerns and safe travel
- e) Improve the safety of pedestrians and bicyclists at existing busy road intersections
- f) Provide safe options to cross the road between existing signalized intersections
- g) Provide appropriate lighting along non-motorized routes
- h) Utilize current best practices in the design of non-motorized facilities and update standard plans and details to incorporated best practices

**Goal Four: Institute changes that lead to a bicycle and pedestrian friendly community****Objectives:**

- a) Establish family friendly non-motorized facilities (such as neighborhood routes to parks and schools)
- b) Provide more bike parking and a range of bike parking options (such as downtown, shopping centers, including some that are covered and secured)
- c) Create and distribute a guide map that shows pedestrian and bicycle facilities and recommended walking and biking routes
- d) Enhance the sense of community through increased social interaction between non-motorized transportation users
- e) Provide bike racks on buses
- f) Improve the aesthetics of the area's transportation system (such as by adding street trees, decorative lighting, benches etc.)
- g) Establish performance benchmarks and track progress in the implementation of facilities, programs and policies as well as non-motorized use and crashes
- h) Participate in active transportation recognition programs to track community progress in comparison to peer communities

## System-Wide Recommendations

In addition to capital investments into programs and facilities, the City should also evaluate the current system and review long-range options for providing parks and recreation. The following are system-wide recommendations that should be evaluated annually and used in the long-range planning of parks and recreation:

### **PARK DESIGN IMPROVEMENTS**

As the park system evolves and each park undergoes its own degree of improvements, it is important to clearly mark park entrances and visually unify the parks so residents are aware that facilities they use are part of Mt. Pleasant’s park system. This can be accomplished by a uniform set of design themes that symbolize Mt. Pleasant parks and are used in the design of lighting, benches, signs, waste receptacles, bike racks, and other amenities. Tree transplanting and improvements is a community focus for all public areas.

### **NON-MOTORIZED CONNECTIVITY**

Mt. Pleasant should continue to seek opportunities for planning, land acquisition, access easements, and non-motorized trail development to assist this effort within the community.

### **NATURAL RESOURCE INVENTORY**

As opportunities become available the Department should analyze any critical natural areas in the community through inventories and appropriate studies. This information is critical to prioritizing resources for the acquisition, protection, and management of park natural areas.

### **RECREATION PROGRAMMING**

The Mt. Pleasant Parks and Recreation Department is only one of several sources of recreation programming for community residents. Volunteer youth sports organizations, private businesses and institutions, and other groups offer leagues, services and programs. To complement these other resources, the Department should partner with these programs when appropriate.

### **AGING IN PLACE**

The Parks and Recreation Department should continue efforts to improve the system for access and use by senior and aging residents. This population has specific needs and preferences to consider. Pickleball, pools, and fitness programming are examples of successful efforts made by the City to address the needs of seniors.

### **PARK PROMOTION**

The Parks and Recreation Department should use creative promotional approaches to increase awareness of the features available at the various parks. Promotional ideas could include: park maps and park events. Increased awareness of the parks will increase appreciation and support for the park system and could also generate a spirit of volunteerism with maintenance, development and fundraising projects.

### **FUNDRAISING**

Develop new and creative ways to raise funds for park improvements, such as events, service projects and local fundraising. These park improvements could be as small scale as fundraising for benches, trees and other amenities.

### **PUBLIC INVOLVEMENT**

The Parks and Recreation Department should continue to solicit residents’ suggestions on planning, use, and improvement of parks and programming. This can be accomplished with public meetings, surveys, or through resident feedback solicited at special events.

# CHARTER TOWNSHIP OF UNION

## Scheduled Meetings for 2022



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

January 12	April 6 <i>(Joint Meeting)</i>	June 22	September 28
January 26	April 13	July 13	October 12
February 9	April 27	July 27	October 26
February 23	May 11	August 10	November 9
March 9	May 25	August 24	November 22 <i>(Tuesday)</i>
March 23	June 8	September 14	December 14

### BOARD OF REVIEW:

### EDA *(Third Tuesday of each Month)* All meetings begin at 4:30p.m.

January 18	April 19	July 26 <i>Informational</i>	September 20
February 15	May 17	August 16 <i>Informational</i>	October 18
March 15	June 21	**regular meeting to follow	November 15
April 6 <i>(Joint Meeting)</i>	July 19	August 16	December 20

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

*\*Sidewalks and Pathways Prioritization Committee invited to January 18<sup>th</sup> meeting*

January 18*	April 19	August 16	December 20
February 15	May 17	September 20	
March 15	June 21	October 18	
April 6 <i>(Joint Meeting)</i>	July 19	November 15	

### SIDEWALKS AND PATHWAYS PRIORITIZATION COMMITTEE: *(Meets Quarterly)*

January 18	February 22	April 26	October 27
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### ZONING BOARD OF APPEALS: *(First Wednesday of each Month)*

January 5	April 6 <i>(Joint Meeting)</i>	July 6	October 5
February 2	May 4	August 3	November 2
March 2	June 1	September 7	December 7

### JOINT MEETING DATE: *(Board of Trustees, ZBA, Planning Commission, EDA, and Sidewalks and Pathways Prioritization Committee)* Date April 6 7:00pm

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