

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on September 20, 2022, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present:

Albrecht, Gross, LaBelle, Shingles, Squatrito, Thering and Williams

Excused:

Buckley and Lapp

Others Present

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

Approval of Agenda

Thering moved Gross supported to approve the agenda as presented. **Vote: Ayes: 6. Nays: 0.**
Motion Carried

Approval of Minutes

Williams moved Gross supported to approve the special meeting minutes from August 23, 2022 as presented. **Vote: Ayes: 6. Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – Updated that the Board of Trustee approved a resolution of intent to purchase an outdoor fitness court for McDonald Park.
- B. ZBA updates by Buckley – No updates were given.
- C. Sidewalks and Pathway Prioritization Committee by Shingles – No updates were given.

***Commissioner LaBelle arrived at 7:08 p.m.**

Public Comment

Open 7:10 p.m.

No comments were offered.

Closed 7:10 p.m.

New Business

- A. **PSPR22-11 Preliminary Site Plan Application – Clint’s Auto Body Expansion, 5598 S. Mission Rd.**
 - a. Introduction
 - b. Updates from staff and the applicant
 - c. Commission review of the site plan

- d. Commission deliberation and action (recommendation to the Board of Trustees for approval, denial, approval with conditions or postpone action)

Nanney gave an introduction of the PREZ22-11 Preliminary Site Plan of Clint's Auto Body Shop Addition located at 5594 and 5598 S. Mission Road recommending approval subject to resolution of the residential parking timeframe to be completed by 2024 and the shipping container removed.

Owner, Clint Oswald and Tim Bebee from CMS&D were available for questions. Deliberation by the Commissioners.

Thering moved **Gross** supported to recommend to approve the PSPR 22-11 preliminary site plan dated August 22, 2022 for a 3,200 square-foot addition to the existing Clint's Auto Body Shop located at 5594 and 5598 S. Mission Road in the southeast quarter of Section 34 and in the B-4 (General Business) zoning district, finding that it can fully comply with applicable Zoning Ordinance requirements for preliminary site plan approval, including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Paving of the residential parking area as depicted on the site plan shall be completed by the end of the 2024 construction season, rather than in 2025 as proposed.
2. Remove the shipping container and add a note to the final site plan confirming that no shipping containers will be brought on to or maintained on the premises, or add a note to the final site plan confirming that the proposed shipping container will only be used for temporary storage during the building addition construction and will be removed from the premises prior to issuance of a certificate of occupancy for the addition.

Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Shingles, Squattrito, Thering, and Williams. Nays: 0. Motion carried.

B. PSPR22-14 Final Site Plan Application – Michael Engineering Expansion, 5625 Venture Way

- a. Introduction by Staff
- b. Updates from the applicant
- c. Commission review of the final site plan
- d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PSPR22-14 Final Site Plan Application for Rook Metering – Michael Engineering building expansion at 5625 Venture Way recommending approval subject with conditions for a couple housekeeping details adding location and details for the current bicycle parking and planting detail for (1) additional shade tree to the floor plans.

Tim Bebee from CMS&D addressed the housekeeping details mentioned by Nanney. Bebee was available for questions. The Zoning Administrator confirmed that the requirement for an additional shade tree can be satisfied by the existing tree shown on the site plan, so this item in the staff report can be disregarded. Deliberation by the Commissioners.

Albrecht moved **Williams** supported to approve the PSPR 22-14 final site plan dated August 23, 2022 for additions to the Rook Metering - Michael Engineering building located at 5625 Venture Way in the northeast quarter of Section 13 and in the I-2 (General Industrial) zoning district, finding that it fully complies with applicable Zoning Ordinance requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Documentation of permits or approvals from the Isabella County Transportation Commission and Township Public Services Department shall be submitted to the Zoning Administrator prior to issuance of a building permit for this project.
2. Add the location, dimensions, and details for the current bicycle parking area.
3. Zoning Administrator review and acceptance of the revised sheet prior to issuance of a building permit for this project.

Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Shingles, Squattrito, Thering, and Williams. Nays: 0. Motion carried.

C. PSPR22-15 Combined Preliminary and Final Site Plan Application – Mid Michigan College Athletic Fields, 2600 S. Summerton Road

- a. Introduction by Staff
- b. Updates from the applicant
- c. Commission review of the final site plan
- d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PSPR22-15 Combined Preliminary and Final Site Plan Application – Mid Michigan College Mt. Pleasant Athletic Complex located at 2600 S. Summerton Road. He stated that the Isabella County Drain Office for Storm Water Management approval and approval for the proposed county drain relocation had not been obtained and additional details and revisions are needed. Nanney summarized the applicable standards for preliminary and final site plan approval, and recommended that the Planning Commission grant preliminary site plan approval only subject to submittal of an updated final site plan.

Marty Ruitter, Architect for Hobbs and Black gave updates regarding the Storm Water and Drain Commission correspondence. Mr. Ruitter, Matt Miller, VP Student Services for Mid-Michigan College and Matt Motes, Rowe Professional Services were available for questions. Mr. Motes confirms that as of 9/16/2022 they had not formally applied for the required county Drain Office approvals, although they had held informal discussions. Deliberation by the Commissioners.

Williams moved **Thering** supported to approve only the PSPR 22-15 preliminary site plan dated August 26, 2022 for the Mid-Michigan College Mt. Pleasant Athletic Complex located at 2600 Summerton Road in the southeast quarter of Section 13 and in the B-4 (General Business) zoning district, finding that the site plan can comply with applicable Zoning Ordinance requirements for preliminary site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval).

Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Shingles, Squattrito, Thering, and Williams. Nays: 0. Motion carried.

D. Adoption of the 2023 Schedule of Meetings

- a. Updates by Staff
- b. Discussion
- c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the proposed 2023 Planning Commission Schedule of Meetings. Discussion by the Commissioners.

Shingles moved **Gross** supported to adopt the Planning Commission's Meeting Schedule for 2023. **Vote: Ayes 7 Nays: 0. Motion Carried.**

Extended Public Comments

Open: 8:42 p.m.

No comments were offered.

Closed 8:42 p.m.

Final Board Comment

Shingles – Glad to be back after several months of being gone.

Thering – Commented and appreciates Commissioner Williams' comments during deliberation of PSPR22-15 Mid-Michigan College Athletic Fields

Gross – Echoed Commissioner Thering's appreciation toward Commissioner Williams' comments.

LaBelle – Commented on the deliberation of PSPR22-15 Mid-Michigan College Athletic Fields

Adjournment – Chairman Squattrito adjourned the meeting at 8:47 p.m.

APPROVED BY:

(Recorded by Tera Green)



Doug LaBelle – Secretary

Tera Albrecht – Vice Secretary