

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on April 18, 2023, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present:

Buckley, Gross, LaBelle, Lapp, McDonald, Squatrito, and Thering

Excused:

Albrecht and Shingles

Others Present

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

Approval of Agenda

Gross moved McDonald supported to approve the agenda as presented. Vote: Ayes: 7. Nays: 0. Motion Carried

Approval of Minutes

Lapp moved Gross supported to approve the regular meeting minutes from March 21, 2023 as presented. Vote: Ayes: 7. Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – no updates were given.
- B. ZBA updates by Buckley – There was no meeting in April, the next meeting is scheduled for May 3rd.

Public Comment

Open 7:06 p.m.

No comments were offered.

Closed 7:06 p.m.

New Business

- A. **PMINORSPR23-03 Request for Temporary Relief from Sidewalk Construction and Minor Site Plan approval – Garber Contracting Office Expansion, 2144 Independence Drive**
 - a. Introduction by staff
 - b. Updates from the applicant
 - c. Commission review of the site plan
 - d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PMINORSPR23-03 Request for Temporary Relief from Sidewalk

Construction and Minor Site Plan approval from Garber Contracting located at 2144 Independence Drive. Typically, minor site plans are reviewed administratively where the Zoning Administrator has authority to take final action. However, this project includes a request for temporary relief from sidewalk and pathways construction that can only be granted by the Planning Commission. Staff is recommending that the Planning Commission take action on the request for temporary relief from construction of the new sidewalk along the Independence Drive frontage. Following, the Zoning Administrator will take action on the associated minor site plan application.

Deliberation by the Commissioners.

Lapp moved **Gross** supported to approve the temporary relief from sidewalk construction as requested on the PMINORSPR23-03 minor site plan dated April 4, 2023, finding that the location of the proposed office addition to the existing contractor office and warehouse building at 2144 Independence Drive in the I-1 (Light Industrial) zoning district is consistent with the established Township policy for granting such relief. **Roll Call Vote: Ayes: Buckley, Gross, Labelle, Lapp, McDonald, Squattrito, and Thering. Nays: 0. Motion Carried.**

B. Master Plan Update

- a. Introduction by Staff
- b. Planning Commission discussion of initial steps for the update
- c. Planning Commission discussion of the tentative scope of the update

Nanney gave updates to the progress of the Master Plan and the next steps in the process.

The commissioners discussed the organization for potential priority areas and provided feedback to staff. With the addition of noting the Parks and Recreation Plan update, there was general consensus for the following list of priority areas for the updated Master Plan:

1. Introduction
2. Global Ends (general statements of desired outcomes)
3. Future Land Use and Growth Management Strategies
4. Plan for Economic Development
 - a. Industrial and Employment Center Plan
 - b. Commercial Development Plan
 - c. Bluegrass Center Area Plan
 - d. East/West DDA District Plans (reference to adopted Development Plans)
5. Plan for Housing
6. Plan for Agricultural and Preservation of Rural Character
7. Plan for Natural Resources and the Environment
8. Plan for Energy
9. Community Facilities and Infrastructure Plan
10. Transportation Plan
 - a. Plan for Roads and Streets
 - b. Plan for Non-motorized Transportation (including sidewalks and pathways)
11. Zoning Plan
12. Preparation of a separate data book of existing conditions
13. Completion of the separate Parks and Recreation Master Plan update

Extended Public Comments

Open: 7:45 p.m.

Tera Green, Union Township Administrative Assistant, introduced the Care Store donation drive that is running through May 5th and invited the Commissioners and public to donate.

Closed 7:47 p.m.

Final Board Comment

Squatrito – Inquired on the May agenda

Adjournment – Chairman Squatrito adjourned the meeting at 7:47 p.m.

APPROVED BY:

(Recorded by Tera Green)



Doug LaBelle – Secretary

Tera Albrecht – Vice Secretary