



**Planning Commission
Regular Meeting
October 17, 2023
7:00 p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - September 19, 2023 Regular Meeting
6. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS
 - A. Thering updates from Board of Trustees
 - B. Buckley updates from ZBA
 - C. Community and Economic Development Monthly Report
 - D. Other Reports
7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda
8. NEW BUSINESS
 - A. PMINORS23-11 Minor Site Plan for Michael Engineering, 5625 Venture Way – Revised “As-Built Landscaping Plan” sheet dated 8/15/2023**
 - a. Introduction by staff
 - b. Updates from the applicant
 - c. Commission review of the revised landscape plan sheet
 - d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)
 - B. PB230227 Grading Permit (Garber), 2160 E. Remus Rd. – Request to authorize incidental site clearing and grading per the approved PRES23-02 preliminary site plan dated 8/29/2023 from Hal Banks for a 4,000 square-foot building addition for indoor golf, archery, range, office, and related storage**
 - a. Updates by staff and applicant
 - b. Commission deliberation and action (authorize subject to Section 14.2.J conditions, reject the request, or postpone action)

C. Adoption of the 2024 Planning Commission meeting calendar

9. OTHER BUSINESS

A. Continuation of the Master Plan updates

- a. Introduction by staff
- b. Discussion by the Commissioners

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

11. FINAL BOARD COMMENT

12. ADJOURNMENT

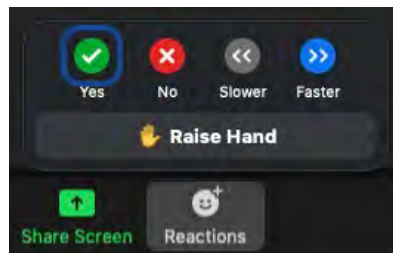
Hybrid Meeting Instructions for the Charter Township of Union Planning Commission

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “839 8031 3172” Password enter “240465”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “839 8031 3172” and the “#” sign at the “Meeting ID” prompt, and then enter “240465” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be taken at the Public Comment and any issue not on the agenda will be taken at the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been made, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can 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.

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on September 19, 2023, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present:

Albrecht, Buckley, Gross, Lapp, McDonald, Shingles, Squattrito, and Thering

Excused:

LaBelle

Others Present

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

Approval of Agenda

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

Approval of Minutes

Gross moved **McDonald** supported to approve the regular meeting minutes from August 15, 2023 as presented. **Vote: Ayes: 8. Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – Gave updates from the regular September 13th and special September 18th Board of Trustees meetings.
- B. ZBA updates by Buckley – No updates were given.
- C. Community and Economic Development Monthly Report
- D. Other Reports – N/A

Public Comment

Open 7:09 p.m.

No comments were offered.

Closed 7:10 p.m.

New Business

- A. **PRESPR23-02 Preliminary Site Plan Application from Hal Banks for a Proposed Building Addition at 2160 E. Remus Rd. For Indoor Golf, Archery, Office Space and Related Storage**
 - 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 PRESPR23-02 Preliminary Site Plan Application located at 2160 E. Remus Rd. for a 4,000 square-foot building addition for an indoor golf, archery range, office and related storage. With

the exception of some details that can be addressed on the final site plan, staff finds that the site plan is in good order and recommends approval as presented.

Tim Beebe, Central Michigan Surveying & Development, was available for questions. Deliberation by the Commissioners.

Lapp moved **Buckley** supported to approve the PRESR23-02 preliminary site plan dated August 29, 2023 for a 4,000 square-foot building addition for indoor golf, archery range, office, and related storage located at 2160 East Remus Road in the northwest quarter of Section 21 and in the B-5 (Highway Business District) zoning district, finding that it fully complies with applicable Zoning Ordinance requirements for preliminary site plan approval, including Sections 12.5 (Nonconforming Sites), 14.2.P. (Required Site Plan information), and 14.2.S. (Standards for Site Plan Approval). **Roll Call Vote: Ayes: Albrecht, Buckley, Gross, Lapp, McDonald, Shingles, Squattrito, and Thering. Nays: 0. Motion carried.**

Other Business

B. Continuation of a Process to Update the Master Plan

- a. Introduction by staff
- b. Discussion by Commissioners

Nanney presented the revised draft Framework to Guide the Master Plan Update document that incorporates the Commission's direction that's been provided over the past several meetings.

Commissioners reviewed the document and found that it was accurate. No changes were made. Nanney explained the next steps in the Master Plan updates.

Extended Public Comments

Open: 7:54 p.m.

No comments were offered.

Closed 7:54 p.m.

Final Board Comment

Thering – Reminded Commissioners of the Clean-up Day on September 30th.

Squattrito – Asked about the October Agenda

Buckley – Requested that the air purifier be placed back in the boardroom during cold and flu season.

Adjournment – Chair Squattrito adjourned the meeting at 7:56 p.m.

APPROVED BY:

(Recorded by Tera Green)

Doug LaBelle – Secretary

Tera Albrecht – 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	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Jessica	Lapp	2/15/2026
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Vacant		12/31/2023
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2 (BOT Representive)	Jeff	Brown	11/20/2024
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Randy	Golden	12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herren	12/31/2023
2	Joseph	Schafer	12/31/2023
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
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 (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
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	Stan	Shingles	2/15/2024
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	vacant seat		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	12/31/2025
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2022
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025



Department Monthly Report

Department: Community and Economic Development

Month/Year: September 2023

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Safety
- 1.4 Health
- 1.5 Natural environment
- 1.6 Commerce

Prior Month Activities

Economic Development Activities (1.1, 1.2, 1.3, 1.6):

- On 9/29/2023, the Michigan Department of Agriculture and Rural Development's Office of Rural Development announced that the Township has been awarded a \$45,000 Rural Readiness Grant to support pre-development activities to expand our Master Plan update project to include more detailed evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor.
- The Community and Economic Development Director and the Township Assessor worked with Bandit Industries representatives to help them prepare a complete application for Board of Trustees approval to transfer the existing Industrial facilities tax abatement originally issued to Burch Tank & Trailer in 2017 to the new Bandit manufacturing facility on Enterprise Drive.
- The Community and Economic Development Director participated in the quarterly meeting of the regional economic development (RED) team hosted by the East Michigan Council of Governments, which was held in the Middle Michigan Development Corporation (MMDC) offices in Mt. Pleasant.
- The Community and Economic Development Director participated in a site selection trends webinar hosted by the Michigan Economic Developers Association.
- The Community and Economic Development Director attended the 40th anniversary celebration events for Bandit Industries, Inc.
- The Community and Economic Development Director served as the Chair for the September meeting of the Mt. Pleasant Airport Joint Operations and Management Board.
- The Building Services Clerk supported the Community and Economic Development Director and EDA Board, and served as contact person for East DDA District service contractors.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.4, 1.5, 1.6):

- During their regular September 19, 2023 meeting, the EDA Board discussed the proposed FY2024 project priorities, including underground irrigation reconstruction along E. Pickard Rd.

Building Services (1.1, 1.2, 1.3, 1.4, 1.6):

- The Building Official provided the following services during the month:
 - 36 Building Inspections (1.3)
 - 33 Permits issued (1.3)
 - 5 Certificate of Occupancy (1.3, 1.4, 1.5)
 - Follow up phone calls
- The Building Official participated in the monthly professional development activities (1.1, 1.3, 1.6)
- The Building Official met with multiple residents/contractors to answer potential project questions.
- The Building Services Clerk provided the following services during the month:
 - Served as a second Township Hall contact person for the public and helped process payments at counter and through mail.
 - Assisted homeowners and contractors with building permit applications and coordinated with the Building Official, Zoning Administrator, Assessor, and Public Services Department as needed to facilitate timely reviews of permit applications.
 - Administrative support for Rental Inspector
 - Prepared monthly Census and HBA reports for building permits
- Building Official attended Code Officials Conference of Michigan Conference September 26-29, 2023. (1.1, 1.3)

Rental Inspection Services (1.1, 1.2, 1.3, 1.4):

- Site visits with inspections or re-inspections at residential complexes, hotels, various single-family units, and other regulated premises (approx. 97 units).
- Inspections on apartment complexes & hotels (fire alarm and sprinkle report reviews).
- Expired certificate scheduling.
- Fielding questions about the rental program in the Township from the community, potential/current landlords, and tenants.
- Informing various departments of items that may be of concern or of note that have been observed throughout the Township (tall grass, construction without permits, site plan verifications, etc.).
- Contacts with local inspectors, enforcement, and fire personnel.
- Working through tenant complaints, working with both parties to get relief.
- Sharing with contacts about our updated Rental Housing Information webpage, as well as sharing the need to contact the office for items that may need other department insight or approvals.
- The Rental Inspector assisted the Building Official by photographing structural elements in a pre-slab inspection for 5270 E Remus Rd. (1.3, 1.6)

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5, 1.6):

- The Zoning Administrator provided the following services:
 - (6) Zoning review approval letters for building permit applications.
 - (6) Miss Dig notifications for various projects. Owners contacted for permits on projects.
 - Zoning permit for grill pads and bike racks at Jamestown Apartments.
 - Met with owner of 4950 E. Bluegrass Road about condominium project.
 - Met with Dr. Kelley Raab about a potential pole barn office project.
 - Met with buyer of 20 E. Remus Road for potential uses permitted for the property.
 - Met with owner of 5945 Millbrook Road about potential barn project on property.
- The Community and Economic Development Director and Zoning Administrator met with Michael Engineering representative and Green Side Up, LLC about a revised landscape plan.
- The Community and Economic Development Director and Zoning Administrator met with representatives of a potential private school development project to discuss approval procedures and applicable ordinance standards.

- The Community and Economic Development Director and Zoning Administrator met with the owner of an existing medical office building to discuss options for further development.
- The Zoning Administrator and Building Services Clerk met again to discuss ways to streamline more Zoning workflows (1.1, 16)

Ordinance Enforcement Activities (1.1, 1.3):

- 5281 Jonathon Ln. - Complaint about garbage bags piled up in rear yard and a dilapidated privacy fence falling down in the rear yard. The foreclosure agent, Guardian Asset Management from Pennsylvania, has removed all junk and debris from the site, and has removed and replaced the dilapidated fence. This matter is now closed.
- 5196 Bertshire Drive. - Junk in yard. The owner was notified and took advantage of the Township Clean-up Day to dispose of the remaining items on the front lawn. This matter is now closed.
- 386 Bluegrass Road. - Excessively tall grass and junk in the yard. The owner was notified of the violations, and has mowed the grass. The owner is working with Township staff to complete the removal of junk from the premises.
- 5401 S. Lincoln Rd. – Pole barn accessory building constructed without permits and in violation of maximum allowable height and floor area limitations. The ZBA approved a variance for the height violation with a plan to correct the total floor area violation. A building permit has been issued but the owner’s contractor has not yet completed the required modifications. The Zoning Administrator plans to follow up again in 30 days.

Planning Commission Activities (1.1, 1.2, 1.4, 1.5, 1.6):

- During their regular September 19 meeting, the Planning Commission:
 - Approved the PRESR23-02 Preliminary site plan for a proposed building addition for indoor golf, archery, office space and related storage at 2160 E. Remus Road, as presented.
 - Reviewed a revised draft framework of priorities for updating the Master Plan.

Zoning Board of Appeals Activities (1.1):

- The regular September meeting was canceled due to a lack of agenda items.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- No Sidewalks and Pathways Prioritization Committee activity in September.
- The Community and Economic Development Director worked with the Township’s engineering consultant at Gourdie-Fraser to complete and submit a Community Planning grant application through the U.S. Department of Transportation’s Reconnecting Communities & Neighborhoods Pilot Program to help fund the cost of developing plans for sidewalk/pathway construction along S. Isabella Rd., E. Broadway Rd., and over US-127 to improve pedestrian access to area schools, Mid Michigan College, and the East DDA businesses.
- At the invitation of the City of Mt. Pleasant’s Recreation Director, the Community and Economic Development Director participated in a focus group meeting of community leaders to discuss recreation needs in the community.
- The Community and Economic Development Director attended an informational meeting for financial and other updates to community leaders about the planned Aquatics Center facility.

Other Activities:

- Under the Community and Economic Development Director’s direction, the Building Services Clerk is working with representatives from the Michigan Department of Technology, Management & Budget Analyst and Graphic Sciences to coordinate labeling of test documents and to discuss other necessary details for the project to scan historical documents and files in basement. (1.1, 1.3, 1.5)

- The Director meets weekly with the Community and Economic Development Department staff as a group and regularly on an individual basis to provide guidance, coordinate provision of services, ensure good intra- and inter-departmental communication, and identify and resolve issues. (1.1)
- The Community and Economic Development Department received and responded to five (5) Freedom of Information Act (FOIA) requests during the month. (1.2)
- The Building Services Clerk helped to organize and run the Annual Union Township Cleanup Day Event on 9/30/2023 in the parking lot of the Commission on Aging. (14.1, 1.4, 1.5, 1.6)

Current Month Anticipated Activities

Economic Development Activities (1.1, 1.6):

- The Community and Economic Development Director is continuing to work with MDOT project team members and contractors for the project to reconstruct E. Pickard Rd. (M-20) to coordinate re-installation of streetlights, park benches, etc. removed by the contractor.
 - The M-20 electrical contractor, J Ranck Electric, has started the process of reinstalling the East DDA District streetlighting on the north side of E. Pickard Rd. (1.1, 1.2, 1.3, 1.6)
- The Community and Economic Development Director will serve as Chair for the October meeting of the Airport Joint Operations and Management Board.
- The Township is serving as the sponsor for the October 19, 2023 Chamber of Commerce Business After Hours networking event and facility tour to be held at 5:00pm at the Mt. Pleasant Airport.
 - The Rental Inspector has started working on photography and design for a community promotion display banner display for the Township to be used at this event.
- The Community and Economic Development Director will continue business retention contacts.
- The Community and Economic Development Director plans to follow up with Jim Holton at Mountain Town Brewery and Summit Smokehouse regarding some business-related concerns.
- Economic Development – The Community and Economic Development Director will expand information on the Township’s website related to development approval processes and pre-application meeting options to further assist the development community.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.4, 1.5, 1.6):

- The regular October 17, 2023 EDA Board meeting is anticipated to include:
 - Adoption of the proposed FY2024 East DDA Fund and West DDA Fund budgets, and recommendation to the Board of Trustees for final approval.
 - Discussion of options for disposition of the restored and now vacant lot at 2120 Yats Drive.

Building Services (1.1, 1.3, 1.4, 1.6):

- Inspections and follow up as needed for the new Isabella County Jail project. (1.1, 1.3)
- Follow up phone calls.
- Continue to do site visits, inspections, issue permits, plan reviews.
- Continued work on expired permit list.

Rental Inspection Services (1.1, 1.2, 1.3, 1.4):

- The Rental Inspector will:
 - Investigate and follow up on any rental complaints as needed.
 - Continue to collaborate with the Fire Department on hotel rental inspections.
 - Schedule complexes, hotels, as well as duplex and single-family units for inspections.
 - Conduct follow-up inspections to verify correction of violations.
 - Work on expired certificate scheduling as needed.

- Arrange for site visits as needed for compliance or informational.

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5, 1.6):

- Director and Zoning Administrator review of site plan, special use, and other development applications and preparation of staff reports for the Planning Commission regarding Zoning Ordinance compliance.
- Zoning Administrator review of site plan applications eligible for administrative approval.
- Zoning Administrator review of building permits for zoning compliance.
- Zoning compliance letters
- Sign permits
- Continued use of MissDig notifications to catch activity in the Township needing zoning approval.
- Enforcement follow ups
- Yard sales
- Tall weeds and grass enforcement
- The Community and Economic Development Director and Zoning Administrator regularly hold informal pre-application development meetings with developers and business/property owners.

Ordinance Enforcement Activities (1.1, 1.3):

- The Community and Economic Development Director will follow up again with representatives from the Saginaw Chippewa Indian Tribe about building code and local ordinance enforcement questions related to the property at 5805 and 5935 E. Pickard Rd. recently acquired by the Tribe to become the new home of the Tribal College.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. This matter is under review by the Township Attorney.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. The Building Official spoke with a contractor who is looking into options to help the owner resolve the violations, including follow up with a supplier that is working on a possible donation of materials.
- Ordinance enforcement follow up on current matters and investigation of any new complaints.

Planning Commission Activities (1.1, 1.2, 1.4, 1.5, 1.6):

- The regular October 17, 2023 Planning Commission meeting is anticipated to include:
 - PMINORSR23-11 Minor Site Plan for Michael Engineering revised landscaping plan located at 5625 Venture Way
 - PRESR23-02 Preliminary site plan application for Hal Banks proposed building addition for indoor golf, archery, office space and related storage located at 2160 E. Remus Road.
 - Continuation of a process to update the Master Plan.

Zoning Board of Appeals Activities (1.1):

- The regular October 4, 2023 meeting was canceled due to a lack of agenda items.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- No Sidewalks and Pathways Prioritization Committee activity anticipated in October.
- The Community and Economic Development Director is working with the Township’s engineering consultant at Gourdie-Fraser to begin preliminary engineering work on new sidewalk projects along the north side of Pickard Rd. east from S. Lincoln Rd. to connect to the existing sidewalk near Ashland Dr., and along Bud St. north from E. Pickard Rd. to connect to Jameson Park.

Other Activities:

- The Community and Economic Development Director met with the Mt. Pleasant City Planner, Manuela Powidayko, to discuss topics of mutual interest and opportunities for collaboration on land use planning and development issues. (1.1, 1.2).
- The Rental Inspector is using his photography skills to capture scenes from around the Township for the purpose of updating the Township website's photo gallery.

Future Board of Trustee Meeting Agenda Items

- Consideration for adoption of a resolution of support for an application by D Clare Services (north side of River Rd. west of US-127) to correct the Federal Emergency Management Agency (FEMA) flood hazard maps to match the accurate 100-year floodplain boundary on the subject lot.
- Consideration of an updated Sidewalk and Pathway Ordinance for adoption. (1.1, 1.3)
- Consideration of an updated Private Road Ordinance for adoption. (1.1, 1.3)
- Consideration of options for an updated Township logo and letterhead graphic. (1.1)

Significant Items of Interest Longer Term

- Economic Development - The Community and Economic Development Director plans to follow up with Middle Michigan Development Corporation representatives for further discussion and evaluation of a potential opportunity to apply for future grant funding from the U.S. Economic Development Administration to help support implementation of expanded industrial/business park development along the US-127 corridor. Depending on eligibility, this grant opportunity would require collaboration with the City of Mt. Pleasant and the Saginaw Chippewa Indian Tribe.
- Economic Development - The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr. The EDA Board will evaluate responding contractors, with the selected finalist(s) to be invited to submit bids for planned projects.
- Zoning Administration - The Community and Economic Development Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate with recent updates to relevant sections of Zoning Ordinance 20-06. (1.1)
- Economic Development – The Community and Economic Development Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects.
- Consideration of a new 2023 - 2027 Parks and Recreation Master Plan for adoption, following a recommendation from the Planning Commission and a public hearing. (1.1, 1.2, 1.3, 1.4, 1.5)
- Building Services - The Community and Economic Development Director is working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations and other periods when the Township's Building Official is temporarily absent, which would be subject to approval by the Township Board of Trustees and the county Board of Commissioners. (1.1, 1.2, 1.3, 1.6)
- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the scope allowed under the current the AG (Agricultural) district. (1.1, 1.6)

- Building Services – The Building Official continues to work in close coordination with the County’s plumbing, mechanical, and electrical inspectors on building projects to minimize delays and to ensure that construction meets the applicable health and safety standards. (1.1, 1.3, 1.6)
- Building Services – Moving old, scanned prints to proper location within BS&A. (1.1, 1.3)
- Rental Housing – Community and Economic Development staff have begun a process to evaluate options for potentially holding a series of educational opportunities for local landlords on topics related to inspections, safety, applicable codes, and other landlord/tenant topics. (1.2, 1.3, 1.6)
- PILOT Housing Projects - The Community and Economic Development Director will continue to oversee the administration of the Tax Exemption Ordinance and adopted PILOT resolutions in coordination with the Finance Director and Twp. Assessor to verify continuing compliance by the sponsors of the eligible housing projects. (1.1, 1.6)
- Other Activities - Expanded use of BS&A Building Module capabilities for hosting of digitized plans and permit documents, and for building services and zoning administration functions. (1.1, 1.3)
- Other Activities - Repeal of the outdated and unenforceable Ordinance 2011-4 for marijuana dispensaries and growing operations (1.1)
- Other Activities – Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the City and the Township. (1.1, 1.3)
- Other Activities – Consider updates to the Township’s ordinance on open burning. (1.1, 1.3, 1.4)
- Other Activities - Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds. (1.1, 1.3, 1.5)
- Other Activities - Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state’s subdivision plat approval requirements. (1.1, 1.4, 1.6)
- Other Activities - Consider updates to the Land Division Ordinance No. 1997-8 to clarify application requirements and the division, combination, and boundary adjustment approval process. (1.1, 1.6)
- Other Activities – Consider ways to maximize the usefulness, readability, and functionality of the Township website’s Announcements, Public Notices, and News features. (1.1, 1.2)
- Other Activities – The Community and Economic Development Director will continue to work with the County Community Development Director and the City Planner to create a unified “regional planning/zoning” theme on the County’s FetchGIS website where County, City, and Township zoning district and future land use maps could be displayed together with other relevant data.

Charter Township of Union
APPLICATION FOR SITE PLAN REVIEW





Minor Site Plan Preliminary Site Plan Final Site Plan

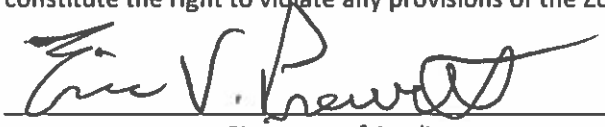
A Completed Application will contain all the information required per the Zoning Ordinance, Section 14.2 (Site Plan Review).

Name of Proposed Development/Project		2203-042 Michael Engineering Site Plan	
Common Description of Property & Address (if issued) T14N R4W, SEC 13; Enterprise Park South 377.96 ft of Lot 6. 5625 Venture Way, Mt Pleasant			
Applicant's Name(s)		Eric Prewett, Ralph Prewett, Charlie Kepner	
Phone/Fax numbers	989-772-4073	Email	Eric@michaelengineering.com
Address	5625 Venture Way	City:	Mt. Pleasant Zip: 48858

Legal Description:	<input type="checkbox"/> Attached	<input checked="" type="checkbox"/> Included on Site Plan	Tax Parcel ID Number(s):	37-14-152-00-006-01
Existing Zoning:	Land Acreage:		Existing Use(s):	
ATTACHED: Letter describing the project and how it conforms to Section 14.2.S. (Standards for Site Plan Approval)				

Firm(s) or Individuals(s) who prepared site plan(s)	1. Name: <u>Tim Bebee</u> Phone: <u>989-775-0756</u> Email: <u>tbebee@cms-d.com</u>
	2. Address: <u>2257 E. Broomfield Rd.</u> City: <u>Mt Pleasant</u> State: <u>MI</u> Zip: <u>48858</u> Contact Person: <u>Tim Bebee</u> Phone: _____
Legal Owner(s) of Property. All persons having legal interest in the property must sign this application. Attach a separate sheet if more space is needed.	1. Name: <u>Ralph Prewett</u> Phone: <u>9899442991</u> Address: <u>10350 S. Leaton Rd</u> City: <u>Shepherd</u> State: <u>MI</u> Zip: <u>48883</u> Signature:  Interest in Property: <u>owner</u>
	2. Name: <u>Charles Kepner</u> Phone: <u>989-944-2995</u> Address: <u>6023 E. Walton Rd.</u> City: <u>Shepherd</u> State: <u>MI</u> Zip: <u>48883</u> Signature:  Interest in Property: <u>owner</u>

I do hereby affirm that all the statements, signatures, descriptions, exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file this application and act on behalf of all the owners of the property. False or inaccurate information placed upon this plan may be cause for revocation of any permits issued pursuant to site plan approval and/or removal of work installed. Approval of this plan shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.


 Signature of Applicant

9-11-2023
 Date


Office Use Only

Application Received By: _____ Fee Paid: \$ _____

Date Received: _____ Escrow Deposit Paid: \$ _____

Attachement #1 to APPLICATION FOR SITE PLAN REVIEW

LEGAL OWNERS Continued

NAME	Eric Prewett	PHONE	989-944-2993
ADDRESS	11751 S. Green Rd		
	Riverdale	MI	48877
		INTEREST IN PROPERTY	Owner
SIGNATURE			

Required Project Landscaping:

Due to changes in Site Conditions, the following Changes have been made and presented to Landscape Plan.

Landscaping Adjacent to Venture Way Section 10.7
 Plantings are not feasible due to the large number of communication cables and other utilities in this area (while the water gas and electric utilities are in this area they are known from the drawing previously, the communication cables and the number of them is new information and constitutes a change of condition for the planting area.)

*Planting on this utility rich space is not desirable for many of the parties that need to service the utilities.
 *Additional Trees and Shrubs have been included in Design on East and North Sides of Property

Landscaping Adjacent to Northway Drive Section 10.7
 Due to Water/Drainage Swale along Northway Dr. and North Building Access, Plantings have been modified slightly There are (5) Street trees Shown, (5) Ornamental Trees and (54) Shrubs.

Parking Lot Landscaping shows (14) Trees
 Additional Trees and Shrubs have been added to plan to accommodate for Plantings removed from Plan along Venture Way

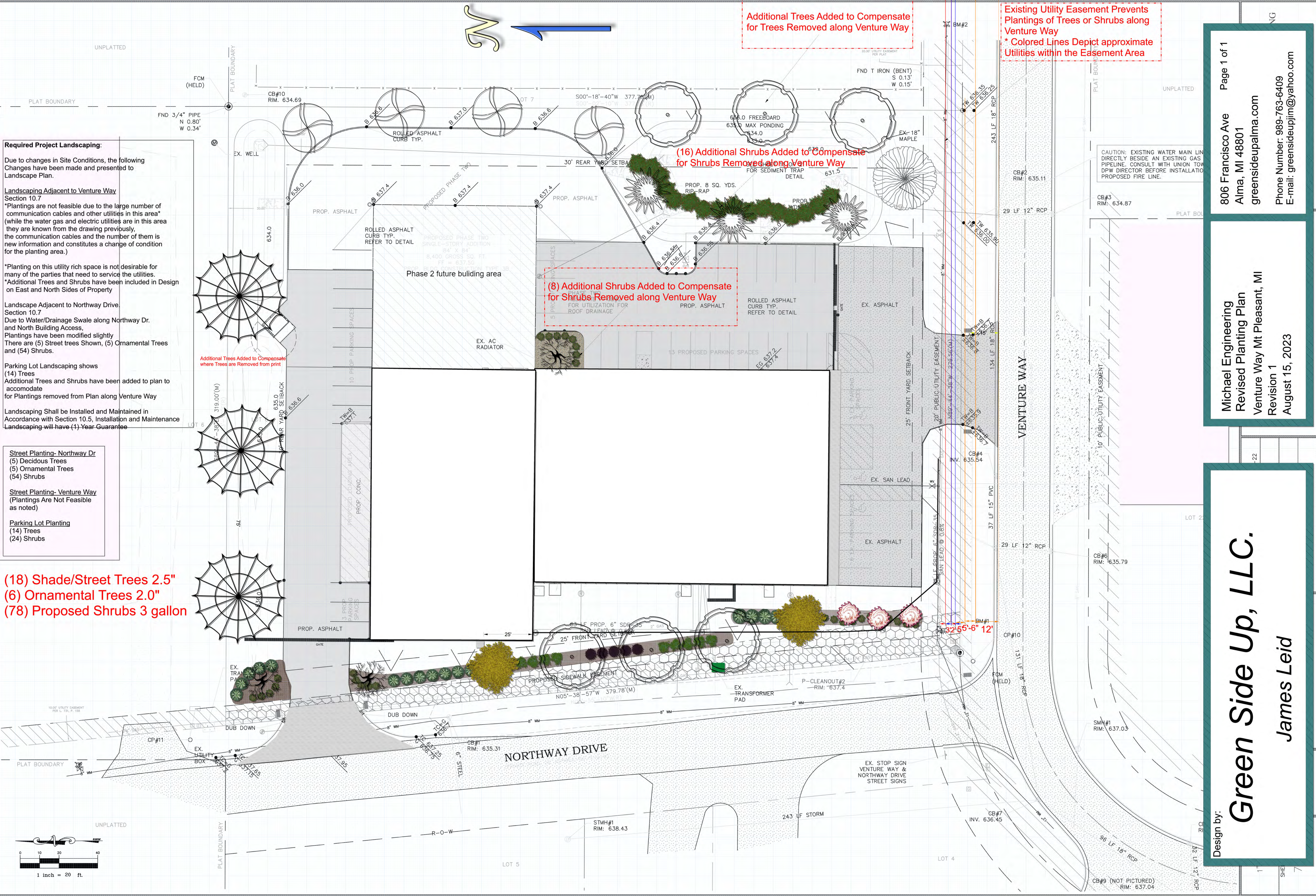
Landscaping Shall be Installed and Maintained in Accordance with Section 10.5, Installation and Maintenance Landscaping will have (1) Year Guarantee

Street Planting- Northway Dr
 (5) Deciduous Trees
 (5) Ornamental Trees
 (54) Shrubs

Street Planting- Venture Way
 (Plantings Are Not Feasible as noted)

Parking Lot Planting
 (14) Trees
 (24) Shrubs

(18) Shade/Street Trees 2.5"
 (6) Ornamental Trees 2.0"
 (78) Proposed Shrubs 3 gallon



Page 1 of 1
 806 Francisco Ave
 Alma, MI 48801
 greensideupalma.com
 Phone Number: 989-763-6409
 E-mail: greensideupjim@yahoo.com

Michael Engineering
 Revised Planting Plan
 Venture Way Mt Pleasant, MI
 Revision 1
 August 15, 2023

Design by:
Green Side Up, LLC.
 James Leid

MINOR SITE PLAN APPROVAL

TO:	Planning Commission	DATE:	October 3, 2023
FROM:	Peter Gallinat Zoning Administrator	ZONING:	B-5, Highway Business District
PROJECT:	PMINORSPR23-11 Minor Site Plan approval– Michael Engineering amended landscaping plan.		
PARCEL(S):	PID 14-152-00-006-01		
OWNER(S):	Michael Engineering		
LOCATION:	Approximately 6.94 acres located at 5625 Venture Way in the NE 1/4 of Section 13.		
EXISTING USE:	Industrial	ADJACENT ZONING:	I-2, B-7
FUTURE LAND USE DESIGNATION: <i>Industrial Employment:</i> This category promotes traditional industrial employment. Located near regional nodes with convenient access to interchanges, this district provides an opportunity to diversify the industrial employment base of the township by reserving areas for research, development, technology, and corporate offices or campuses that will have less of an impact than traditional industrial uses. Uses to complement CMU’s Smart Zone would include research, design, engineering, testing, laboratories, diagnostics, and experimental product development. Types of industries may include automotive, electronics, alternative energy technologies, computers, communications, information technology, chemical or biomedical engineering.			
ACTION: To review and take action on the PMINORSPR23-11 minor site plan’s revised Landscaping Plan sheet dated August 15, 2023 for Michael Engineering located at 5625 Venture Way in the NE¼ of Section 13 and in the BI-2 (General Industrial) District.			

Background Information

If an existing business is proposing small changes that qualify under the “Minor Site Plan” provisions of the Zoning Ordinance, it can be administratively reviewed and approved. This could include incidental changes to landscaping improvements that are part of an approved final site plan for a development project. In this case, similar to a previous project this year, the owner, Michael Engineering, discovered during construction of the project that the approved landscaping design was not feasible or consistent with their needs. The owner addressed this concern with staff during a site visit and proposed a revised landscaping plan as a solution.

Green Side Up, LLC provided the work on a revised landscaping plan. The proposed The original plan provided for 16 deciduous trees, 7 ornamental trees, and 132 shrubs planted in total. The new plan proposes 18 deciduous trees, 6 ornamental trees, and 78 shrubs. The largest reduction is along Venture Way where a number of underground communication lines not depicted on the

approved site plan were found to conflict with proposed tree and shrub plantings. There was also a reduction in plantings along the Northway Drive frontage due to conflicts with an existing water/drainage swale pattern along this side of the site.

Please note that the requested action is only for Planning Commission approval of the revised landscaping plan element of this Minor Site Plan application. The applicant has also submitted minor revisions to their indoor bicycle parking area, parking lot spaces, and dumpster enclosure, and a security gate. If the revised landscaping is approved by the Planning Commission, the overall Minor Site Plan application will then be subject to final approval by the Zoning Administrator.

Minor Site Plan Review Comments

The following comments are based on the standards for minor plan approval and the specific elements of the proposed site plan:

1. **Section 10.7 (Modifications to Landscape Requirements).**

In consideration of the overall design and impact of a specific landscape plan, and in consideration of the amount of existing plant material to be retained on the site, the Planning Commission may modify the specific requirements outlined herein, provided that any such adjustment is in keeping with the intent of Section 10 and the Ordinance in general. In determining whether a modification is appropriate, the Planning Commission shall consider whether the following conditions exist:

- *Topographic features or other unique features of the site create conditions such that strict application of the landscape regulations would result in a less effective screen than an alternative landscape design.*
- *Parking, vehicular circulation, or land use are such that required landscaping would not enhance the site or result in the desired screening effect.*
- *The public benefit intended by the landscape regulations could be better achieved with a plan that varies from the strict requirements of the Ordinance.*

Proposed modifications:

- (1) **Venture Way frontage** - Planting is not feasible due to the large number of communication cables and other utilities along Venture Way. The communication cables were unknown at the time of the originally approved plan, and so should be considered both a change in conditions from the approved site plan and a previously unknown unique feature of the site that impacts compliance with the landscaping requirements along the road frontages. Planting in the area of multiple underground lines is not ideal for the parties that need to service these lines.
- (2) **Northway Drive frontage** - Plantings have been modified due to the need to accommodate the water/drainage swale along Northway Dr. and the owner's preferred north building access configuration.

Staff comments:

If the landscaping requirements are modified to remove the requirements for tree and shrub plantings along the Venture Way frontage (due to conflicts with underground communication and utility lines), so that if only the frontage of Northway Drive is considered, the revised landscape plan still exceeds the requirements for total plantings required, plant species, and maintenance of plants.

Objective

Planning Commission review and action on the requested landscaping plan revisions. Following action by the Planning Commission on this request, the Zoning Administrator will take an administrative action on the associated minor site plan application.

Key Findings

- The applicant’s request revisions to the landscaping improvements are in accordance with Section 10.7 and appropriate given the new information of existing conditions related to conflicts with previously unidentified underground infrastructure.
- The minor site plan meets the requirements of Section 14.2.P (Required Site Plan Information) and Section 14.2.S (Standards for Site Plan Approval).

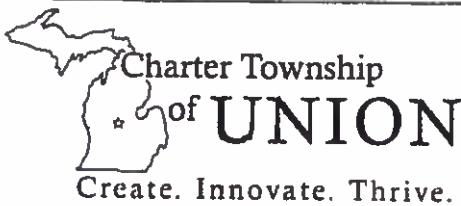
Recommendations

Based on the above findings, I recommend that the Planning Commission take action by **motion to approve the PMINORSPR23-07 minor site plan’s revised “As-Built Landscaping Plan” sheet dated August 15, 2023 for Michael Engineering located at 5625 Venture Way in the northeast quarter of Section 13 and in the I-2 (General Business) District, finding that the proposed modifications are consistent with Section 10.7 and appropriate given the new information about conflicts with previously unidentified underground infrastructure.**

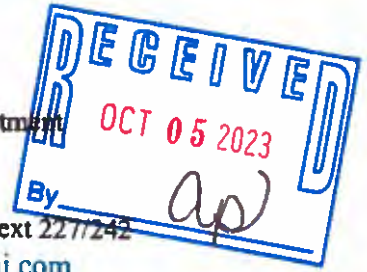
Please contact me at (989) 772-4600 ext. 241, or via email at pgallinat@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Peter Gallinat, Zoning Administrator



Building Services Department
 2010 S. Lincoln
 Mt. Pleasant MI 48858
 Phone: (989) 772-4600 ext 227/242
www.uniontownshipmi.com



BUILDING PERMIT APPLICATION

ALL PLUMBING, ELECTRICAL & MECHANICAL PERMITS ARE PULLED WITH ISABELLA COUNTY

IDENTIFICATION			
Owner or Lessee			
Name: <u>Hal Banks</u>		Property Address: <u>2160 E. Remus Rd.</u>	
Property Tax ID#: <u>14-021-10-007-01</u>		Email Address:	
Owner's Signature (req'd): <u>[Signature]</u>		Owner's Phone: <u>989-773-6403</u>	Date: <u>10/5/23</u>
Architect or Engineer			
Name:		Address:	
City:	State:	Zip:	Phone:
Email Address:			
License number:		Expiration Date:	
Contractor			
Business Name: <u>Gauber Contracting Inc</u>		Address: <u>PO Box 245</u>	
City: <u>Mt. Pleasant</u>	State: <u>MI</u>	Zip: <u>48804-0245</u>	Phone: <u>989-772-9154</u>
Contact Name: <u>Mark or Camo</u>		Contact Phone: <u>989-772-9154</u>	
Email Address: <u>caee1@gaubercontracting.net</u>			
License Number: <u>2102157635</u>		Expiration Date: <u>5/31/26</u>	
Federal Employer ID# or reason for exemption: <u>38-3368153</u>			
Liability Insurance Carrier (req'd): <u>Fremont</u>		Expiration Date: <u>4/9/24</u>	
TYPE OF IMPROVEMENT AND PLAN REVIEW			
Type of Improvement			
<input type="checkbox"/> New Building	<input type="checkbox"/> Alteration	<input type="checkbox"/> Demolition	<input type="checkbox"/> Foundation
<input type="checkbox"/> Addition	<input type="checkbox"/> Repair	<input type="checkbox"/> Mobile Home Set-up	<input type="checkbox"/> Pre-Manufactured
<input type="checkbox"/> On - Site Construction Trailer	<input type="checkbox"/> Pool	<input checked="" type="checkbox"/> Grading	<input type="checkbox"/> Windows
			<input type="checkbox"/> Deck
			<input type="checkbox"/> Reroof
			<input type="checkbox"/> Siding
<p>Plans must be submitted with an Application for a Plan Review and the appropriate fee before permits can be issued. Exception: Plans are not required for alterations and repair work determined by the building official to be of a minor nature. Plans and specifications are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.</p>			
Plan Review Submitted:		Plan Review Completed:	

APPLICANT INFORMATION

Applicant is responsible for the payment of ALL fees and charges applicable to this application and must provide the following information:

Name: <i>Harles Contracting Inc</i>		Address: <i>PO Box 245</i>	
City: <i>Mt. Pleasant</i>	State: <i>MI</i>	Zip: <i>48804-0245</i>	Phone #: <i>989-772-9154</i>
Email Address:			

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his / her authorized agent and we agree to conform to ALL applicable laws to the state of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the state construction code act of 1972, PA 230, MCL 125.1523A prohibits a person from conspiring to circumvent the licensing requirements of this state related to person who are to perform work on a residential building or a residential structure. Violators of section 23s are subject to civil fines.

Signature of Applicant (Req'd) <i>Cam Emery</i>	Date: <i>10/5/23</i>
--	-------------------------

I. LOCAL GOVERNMENT AGENCY TO COMPLETE THIS SECTION

Description	Required	Approved	Date	By
Fire District	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Pollution Control	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Energy Code	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Soil Erosion	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Flood Zone	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No			

II. VALIDATION - FOR DEPARTMENTAL USE ONLY

Type of Construction _____	Construction Costs _____
Use Group _____	Building Permit Fee _____
Square Feet _____	

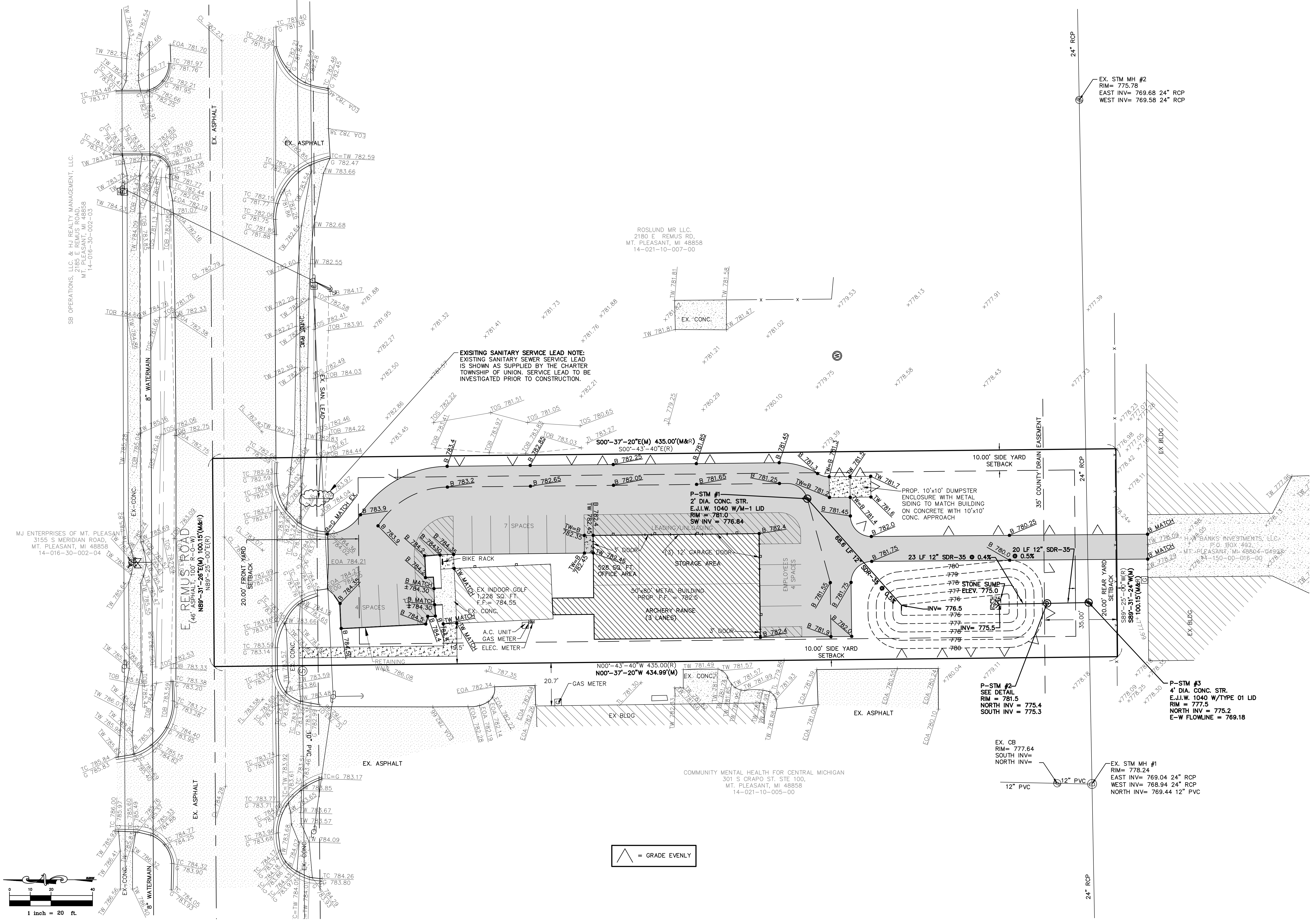
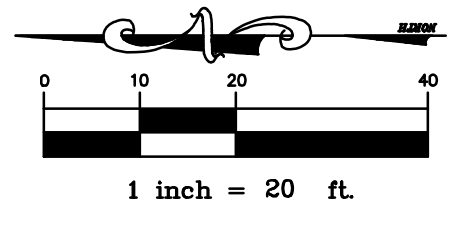
BUILDING OFFICIAL

Approval Signature:	Date:
---------------------	-------

*****NOTICE: Projects requiring electrical, plumbing, or mechanical permits and plan reviews are handled by the Isabella County Community Development Department located at 200 N Main St., Mt. Pleasant, Michigan 48858. Submittals for Plan Review shall include payment, a complete application, three (3) hard copy sets of construction documents and a digital set. For additional information call the Isabella County Community Development Department at 989.317.4061.**

OFFICE USE ONLY

- Start Step
- Building
- Zoning
- Assessing
- Utilities



= GRADE EVENLY

SB OPERATIONS, LLC. & HJ REALTY MANAGEMENT, LLC.
2185 E REMUS ROAD,
MT. PLEASANT, MI 48858
14-016-30-002-03

MJ ENTERPRISES OF MT. PLEASANT
3155 S MERIDIAN ROAD,
MT. PLEASANT, MI 48858
14-016-30-002-04

ROSLUND MR LLC,
2180 E REMUS RD.
MT. PLEASANT, MI 48858
14-021-10-007-00

EX. STM MH #2
RIM= 775.78
EAST INV= 769.68 24" RCP
WEST INV= 769.58 24" RCP

P-STM #2
SEE DETAIL
RIM = 781.5
NORTH INV = 775.4
SOUTH INV = 775.3

P-STM #3
4' DIA. CONC. STR.
E.I.W. 1040 W/TYP 01 LID
RIM = 777.5
NORTH INV = 775.2
E-W FLOWLINE = 769.18

EX. CB
RIM= 777.64
SOUTH INV=
NORTH INV=

EX. STM MH #1
RIM= 778.24
EAST INV= 769.04 24" RCP
WEST INV= 768.94 24" RCP
NORTH INV= 769.44 12" PVC

EXISTING SANITARY SERVICE LEAD NOTE:
EXISTING SANITARY SEWER SERVICE LEAD
IS SHOWN AS SUPPLIED BY THE CHARTER
TOWNSHIP OF UNION. SERVICE LEAD TO BE
INVESTIGATED PRIOR TO CONSTRUCTION.

CMS & D
SURVEYING / ENGINEERING
2257 EAST BROOMFIELD ROAD
MT. PLEASANT, MICHIGAN 48858
PHONE: (989) 775-0756
FAX: (989) 775-5012
EMAIL: info@cms-d.com

GRADING PLAN
HAL & ERIN BANKS
PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4
OF SECTION 21, T14N-R04W,
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN.

REVISIONS:

SUBMITTALS:

JOB NUMBER: 2301-011	DESIGNED BY: BTM	CHECKED BY: TELB
SCALE: 1" = 20'	DRAWN BY: BTM	SHEET NUMBER: 4 OF 7
SUBMITTAL TO UNION TOWNSHIP PLANNING 8-29-23		



PRELIMINARY SITE PLAN – INCIDENTAL SITE GRADING AUTHORIZATION

TO:	Planning Commission	DATE:	October 09, 2023
FROM:	Peter Gallinat Zoning Administrator	ZONING:	B-5, Highway Business District
PROJECT:	PB230227 Grading Permit for site grading at 2160 E. Remus Road related to PRES23-02 approval for Preliminary Site Plan of proposed building addition and site improvements for indoor golf, archery range, office, and related storage		
PARCEL(S):	PID 14-021-10-007-01		
OWNER(S):	Hal Banks		
LOCATION:	Approx. 0.96 acres located at 2160 E. Remus Road. in the NW 1/4 of Section 21.		
ACTION:	To review and authorize incidental site clearing and grading as proposed by the PB230227 grading permit application in compliance with the approved PRES23-02 preliminary site plan dated 8/29/2023 for a 4,000 square-foot building addition for indoor golf, archery range, office, and related storage located at 2160 E. Remus Road in the NW 1/4 of Section 21 and in the B-5 (Highway Business) District.		

Background Information

Approval of a preliminary site plan by the Planning Commission shall indicate its general acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards for preliminary site plan approval specified in subsection 14.2(S).

This approval does not extend to authorization of construction, but Section 14.2.J. (Effect of Preliminary Site Plan Approval) does include a provision that, *“The Planning Commission may, at its discretion and with appropriate conditions attached, authorize limited work to begin for soils exploration, incidental site clearing, and other preliminary site work as specified in the authorization.”*

On September 19, 2023, the Planning Commission approved PRES23-02 Preliminary Site Plan approval for a proposed building addition and site improvements for indoor golf, archery range, office and related storage located at 2160 E. Remus Road.

An application for final site plan approval has not yet been submitted for review, but the contractor, Garber Contracting, recently submitted a grading permit for tree stump removal and site grading. Unfortunately, during the preliminary site plan approval, the applicant did not specifically request authorization for limited work within the scope of section 14.2.J.

The Zoning Administrator determined that removal of trees and stumps did not constitute a site grading and could commence with the preliminary site plan approval that the Planning Commission granted in September of 2023. The trees planned for removal are not required as

part of the proposed Landscaping Plan. However, the additional preliminary site grading work proposed under the grading permit application would need the Planning Commission approval, subject to appropriate conditions as specified in Section 14.2.J., which are listed below:

1. *compliance with all applicable Township and outside agency permitting requirements,*
2. *measures to control erosion,*
3. *exemption of the Township from any liability if a final site plan is not approved, and*
4. *submittal of an acceptable performance guarantee for site restoration if work does not proceed to completion.*

Staff has no objection from a planning and project implementation perspective to Planning Commission authorization of the incidental site clearing and grading consistent with the approved PRES23-02 preliminary site plan, subject to compliance with these four (4) conditions in Section 14.2.J. of the Zoning Ordinance.

Objective

The Planning Commission review and authorization of the grading permit application PB230227 for incidental site clearing and grading consistent with the approved PRES23-02 preliminary site plan.

Key Findings

- PRES23-02 Preliminary Site Plan for a proposed building addition and site improvements for indoor golf, archery range, office, and related storage has been approved by the Planning Commission.
- The Planning Commission may, at its discretion and with appropriate conditions attached, authorize limited work to begin for soils exploration, incidental site clearing, and other preliminary site work as specified in the authorization.

Recommendations

Based on the above findings, I recommend that the Planning Commission take action by **motion to authorize incidental site clearing and grading as proposed by the PB230227 grading permit application in compliance with the approved PRES23-02 preliminary site plan dated August 29, 2023 for a 4,000 square-foot building addition for indoor golf, archery range, office, and related storage located at 2160 E. Remus Road (PID 14-021-10-007-01), subject to compliance with the four (4) conditions as specified in Section 14.2.J. of the Zoning Ordinance.**

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

Respectfully submitted,

Peter Gallinat, Zoning Administrator

CHARTER TOWNSHIP OF UNION

Scheduled Meetings for 2024



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

January 10	April 3 <i>(Joint Meeting)</i>	June 26	September 25
January 24	April 10	July 10	October 9
February 14	April 24	July 24	October 23
February 28	May 8	August 14	November 13
March 13	May 22	August 28	November 27
March 27	June 12	September 11	December 18

BOARD OF REVIEW:

March 5 <i>(Organizational Meeting)</i> 9 a.m.	March 11 <i>(Appeal Hearings)</i> 3 p.m. – 9 p.m.	March 12 <i>(Appeal Hearings)</i> 9 a.m. – 3 p.m.
July 16 <i>(Correct Qualified Errors)</i> 9 a.m.	December 10 <i>(Correct Qualified Errors)</i> 9 a.m.	

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

January 16	April 16	July 23 <i>Informational</i>	September 17
February 20	May 21	August 20 <i>Informational</i>	October 15
March 19	June 18	<i>**regular meeting to follow</i>	November 19
April 3 <i>(Joint Meeting)</i>	July 16	August 20	December 17

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

January 16	April 16	August 20	December 17
February 20	May 21	September 17	
March 19	June 18	October 15	
April 3 <i>(Joint Meeting)</i>	July 16	November 19	

ZONING BOARD OF APPEALS: *(First Wednesday of the following months)*

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

JOINT MEETING DATE: *(Board of Trustees, ZBA, Planning Commission, and EDA) Date April 3 6:00pm*

All the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road except for the Annual Joint Meeting TBD. 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



TO: Planning Commission	DATE: October 10, 2023
FROM: Rodney C. Nanney, AICP, Community and Economic Development Director	
SUBJECT: MDARD Rural Readiness Grant award announcement.	

MDARD Grant Award

The Township recently received word from the Michigan Department of Agriculture and Rural Development (MDARD) that we are one of 21 communities across Michigan to receive a reimbursable grant funding award in the first round of their Rural Readiness grant program. A copy of the MDARD press release and excerpts from the grant application are attached for your reference.

This grant-funded project is intended to take place as part of and as an extension of our Master Plan update. Gourdie-Fraser Associates, a regional civil engineering firm that has served as the Township's engineering consultants for more than 30 years, will be responsible for evaluation of the US-127 corridor and identification of priority sites for potential future industrial/research/business park development. The firm's depth of knowledge of our community, roads, and the Township's water and sanitary sewer systems will be key to the success of this proposed project.

As part of this project, Gourdie-Fraser will be asked to identify and analyze/prioritize land assembly and road, right-of-way, utility, and other infrastructure improvements for development readiness on priority sites. From this work they will prepare a US-127 corridor development readiness site priority report and recommended development readiness implementation plans. This documentation will be shared with the Planning Commission with the intent to assist with finalization of future land use, transportation, and other elements of the updated Master Plan.

Other Updates

We are still working on compiling an up-to-date data book of population, housing, and other demographics, along with maps of existing conditions where available. These will be shared with the Planning Commission as soon as they are available.

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

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director



Agriculture and Rural Development

MDARD Awards 21 Grants to Advance Housing, Infrastructure, and Economic Development in Rural Michigan Communities

September 29, 2023

Media contact: [Jennifer Holton](#), 517-284-5724

Program contact: [Sarah Lucas](#), 517-331-7181

LANSING, Mich. - The Michigan Department of Agriculture and Rural Development's (MDARD) Office of Rural Development (ORD) is awarding 21 grants totaling more than \$1 million through its Rural Readiness Grant Program to support pre-development activities to expedite housing production, infrastructure improvements, and bolster rural economies.

"These grants represent a critical step forward in addressing the significant housing, infrastructure, and other challenges facing our rural communities," said **MDARD Director Tim Boring**. "With Governor Whitmer's continued budget investments and MSHDA's partnership, MDARD and ORD can expand our reach even further as Michigan makes ongoing progress with high-speed internet infrastructure, affordable housing, and wastewater capacity expansion. ORD is the state's leading voice in rural development and these investments are another step in building the long-term vitality of those local economies."

ORD received over 90 requests totaling more than \$4.3 million. Nearly a third of total requests focused on projects aiming at expediting housing production in rural communities a top rural priority. In response to significant demand for housing support, the Michigan State Housing Development Authority (MSHDA) provided a grant to ORD to advance additional housing-related projects in alignment with the Statewide Housing Plan. This additional investment brought total awards to just over \$1 million.

"Economic success in rural Michigan requires communities to plan and collaborate with partners for new projects, grants, and investment and many communities lack the organizational capacity to engage in that kind of planning," said **Sarah Lucas, ORD director**. "As a new resource for Michigan, we are thrilled to be able to support those activities. With ORD funding and in partnership with MSHDA, we're able to fund projects that prepare communities for the kinds of investment that will address priorities around housing, industry, infrastructure, and other community goals."

The following communities were awarded grants:

- **Allegan County Community Foundation**- (Allegan County) - \$50,000 for a multi-jurisdictional housing needs assessment and data-informed development.
- **Chamber Alliance of Mason County** - (Mason County) - \$50,000 for cross-sector, multi-jurisdictional housing readiness activities including community education on a housing needs assessment, work with local governments on zoning and incentives, and county-wide identification of development opportunities.
- **Charter Township of Union** - (Isabella County) - \$45,000 to expand industrial/research/business park development along the US-127 corridor.
- **Develop Iosco** - (Iosco County) - \$50,000 to build cross-sector community capacity for grant-ready projects.
- **City of Durand** (Shiawassee County) - \$49,200 to prepare and advance pedestrian safety strategies.
- **Fremont Area Community Foundation**- (Newago County) - \$50,000 to complete a comprehensive multi-community individualized growth assessment that informs customized community plans.
- **Habitat for Humanity of Lenawee County** - (Lenawee County) - \$50,000 for expansion of a home repair program.
- **Huron County Economic Development Corporation** (Huron County) - \$50,000 to build county-wide capacity for grant identification, writing, and management.
- **Interlochen Center for the Arts** - (Grand Traverse County) - \$50,000 for housing pre-development activities in partnership with regional schools and other community partners.
- **City of Ionia** - (Ionia County) - \$50,000 for pre-development activities associated with the redevelopment of the former Deerfield and Riverside Correctional Facilities.
- **City of Ironwood** - (Gogebic County) - \$50,000 for a housing needs assessment and strategic housing plan.
- **Village of Mackinaw City** - (Emmet and Cheboygan counties) - \$37,800 to prepare and package village-owned parcels for housing redevelopment.
- **Market Van Buren** - (Van Buren County) - \$50,000 for county-wide housing market analysis and strategic housing plan.
- **Marquette County Land Bank Authority**- (Marquette County) - \$50,000 to identify and advance shovel-ready housing projects.

- **Northeast Michigan Council of Governments** - (Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego, Presque Isle counties) - \$50,000 to support local governments with applying for, coordinating, and administering grant projects that prioritize identified economic development and planning projects.
- **Peninsula Housing** - (Leelanau County) - \$50,000 to create a community-supported development plan for affordable housing solutions.
- **City of Petoskey** - (Emmett County) - \$50,000 for a multi-jurisdictional water and wastewater infrastructure expansion assessment.
- **Target Alpena Development Corporation** - (Alpena, Alcona, and Presque Isle counties) - \$50,000 to support collaborative planning and action for housing inclusivity, affordability, revitalization, and sustainable growth.
- **Western U.P. Planning and Development Region Commission** (Baraga County) - \$50,000 to activate the L'Anse Area Community Development Corporation and prepare for development and redevelopment on priority properties.
- **Wexford Joint Planning Commission** - (Wexford County) - \$25,000 to support joint planning and zoning efforts that build readiness across 10 townships.
- **Wexford Osceola Habitat For Humanity** (Wexford and Osceola counties,) - \$50,000 for pre-development activities associated with multi-home development in two counties.

Grant applications were reviewed by a joint evaluation committee in a competitive scoring process which made recommendations to the MDARD Director for selection of award recipients. Projects were reviewed based on scoring criteria addressing key priorities including collaboration, community need, project impact, and project structure in regions throughout Michigan. Awarded projects will prepare communities for future investment and grants by activating specific sites throughout Michigan for housing and economic development, providing resources to build grant writing capacity among local governments and nonprofits, engaging multiple communities in collaborative planning and zoning processes, and providing detailed data, plans, and strategies to guide collaborative county efforts to plan for housing.

For more information on the Office of Rural Development's grant program is available online at <https://www.michigan.gov/mdard/business-development/grantfund/rural-readiness-grant-program> .

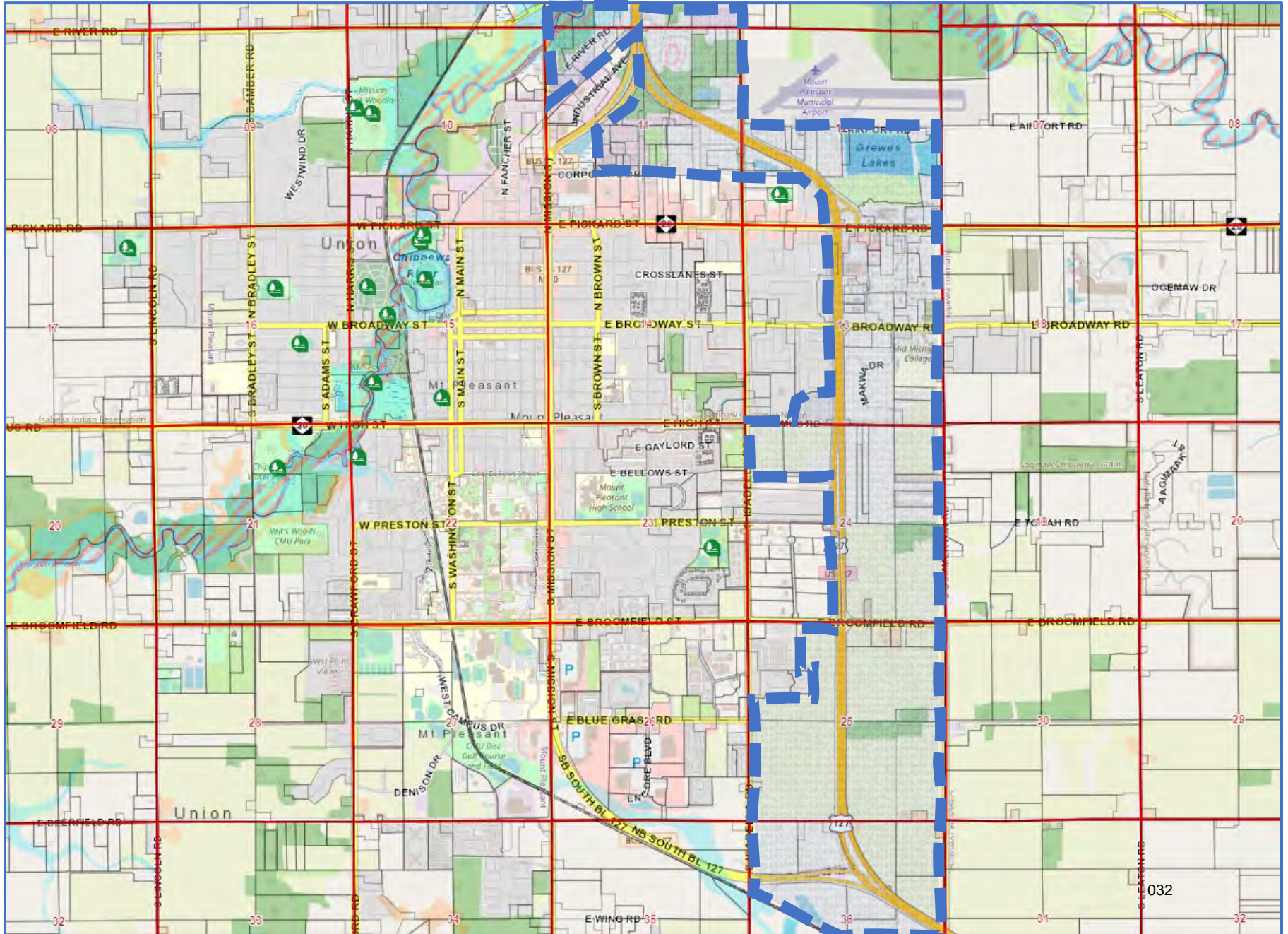
###

MI Newswire

Department of Agriculture and Rural Development

Related News

MDARD Rural Readiness Grant Application – US-127 Corridor Study Area



**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

**RESOLUTION OF SUPPORT FOR THE
2023 RURAL READINESS GRANT APPLICATION**

At a regular meeting of the Board of Trustees for the Charter Township of Union, Isabella County, Michigan held on the 26 day of July, 2023:

WHEREAS, the Planning Commission has initiated a process to update the Township's adopted 2018 Master Plan and has identified as a priority the need to expand opportunities for new industrial, research, and business park development along the US-127 corridor, with a focus on identifying larger development sites; and

WHEREAS, our regional economic development agency partners at the Middle Michigan Development Corporation have also identified a significant deficiency in available land suitable and ready for larger industrial development projects; and

WHEREAS, the Michigan Department of Agriculture and Rural Development (MDARD) announced the Rural Readiness reimbursement grant program to support collaborative planning and capacity building initiatives to address local needs in infrastructure, economic development, and workforce or population attraction and retention; and

WHEREAS, the Township submitted an initial letter of intent to apply for this grant in May and received an invitation from MDARD in June for the Township, in partnership with the MMDC, to prepare and submit a full Rural Readiness grant application for consideration; and

WHEREAS, the Rural Readiness grant program's focus on collaborative planning to address local economic development needs is consistent with the Township's economic development priorities and plans to update our adopted Master Plan for future land use.

NOW, THEREFORE, LET IT BE RESOLVED that the Charter Township of Union Board of Trustees fully supports the application for a Rural Readiness Program Grant from the Michigan Department of Agriculture and Rural Development to help fund a collaborative project in partnership with the Middle Michigan Development Corporation to expand the Township's Master Plan update to maximize development readiness and to create new opportunities for industrial, research, and business park development along the US-127 corridor.

BE IT FURTHER RESOLVED that the Board of Trustees commits to the inclusion of an amount not less than \$50,000.00 in the Township's FY2024 budget to provide the dedicated local match for this grant application as part of the Planning Department funding for the Master Plan update.

The foregoing resolution was offered by Bills and supported by Brown.

Upon roll call vote, the following voted:

<u>Board of Trustees</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Supervisor Bryan Mielke	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Clerk Lisa Cody	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Treasurer Kim Rice	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Connie Bills	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Jeff Brown	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Brian Smith	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee James Thering	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

RESOLUTION DECLARED ADOPTED.

Bryan Mielke
Bryan Mielke, Supervisor

26 JUL 2023
Date

CERTIFICATION

I, Lisa Cody, Clerk for the Charter Township of Union, do hereby certify that the foregoing is a true and complete copy of the action taken by the Board of Trustees at a regular meeting held on the 26th day of July, 2023. I further certify that public notice was given and the meeting was conducted in full compliance with the Open Meetings Act (Public Act 267 of 1976, as amended).

Lisa Cody
Lisa Cody, Clerk

7-26-23
Certification Date



2023 RURAL READINESS GRANT APPLICATION FORM

INSTRUCTIONS: Please read the Rural Readiness Grant Guidelines prior to completing this application form. Please complete all sections of this form. The application form must be submitted as a Microsoft Word Document (font size Arial of 11).

This grant opportunity is to promote community-specific solutions that build planning and capacity in rural communities and regions across Michigan to address local and regional priorities in rural communities, including but not limited to needs related to broadband, economic development, energy, housing, infrastructure, placemaking, transportation, and workforce or population attraction and retention.

PROJECT TYPE (PLEASE CHECK PRIMARY PROJECT TYPE)

Please indicate project type by checking the box below (check all that apply):

- Cross-sector Collaboration.** Community and stakeholder engagement activities that foster planning and dialogue across sectors, governments, and agency types.
- Development Readiness.** Projects include activities that prepare communities or key properties for development or investment, including development of property inventories, site development studies, site material development, site implementation or land assembly activities, feasibility, or market studies, and more.
- Partnerships and Planning.** Develop plans and implementation structures that build readiness for future projects, collaborative initiatives, development, and investment.
- Rural Capacity Building.** Eligible activities might include new, enhanced, or scaled fellowship programs or community-based internship programs, development of training curricula, leadership development programs, and shared services or staff dedicated to specific project or planning needs. Projects must demonstrate an innovative, collaborative approach to building long-term capacity.

FUNDING REQUEST (ROUND TO NEAREST \$100, MAXIMUM TOTAL GRANT AMOUNT REQUEST IS \$50,000)

Total Grant Amount Requested:	\$45,000.00
Total Match	\$41,000.00 Charter Township of Union General Fund
Total Project Amount:	\$95,000.00

PROJECT SUMMARY

Describe the project and how it builds readiness and resiliency in your community. What makes this project especially important and timely (please limit response to 300 words or less)?

The Charter Township of Union regularly collaborates with the City of Mt. Pleasant, Isabella County, the Middle Michigan Development Corporation (MMDC), and other partners to effectively plan for and address regional challenges. The Township’s Planning Commission has determined that there is a need to update the Township’s Master Plan, and has identified expanding opportunities for new industrial/research/business park development along the US-127 corridor, with a focus on identifying larger development sites, as a key priority for the update.

Consistent with the "Partnerships and Planning" category, the project’s priority to proactively plan for new industrial/research/business park development along the US-127 corridor in partnership with the MMDC will build readiness for future development projects of a size and character for which the community currently cannot support from a land assembly perspective.

With this grant award, the Township’s Master Plan update project can expand further to also be consistent with the eligible activities under "Development Readiness" by including necessary initiatives to evaluate selected high priority sites along the corridor for development feasibility, including identification of necessary land assembly and public infrastructure investments. Proactive identification of priority sites for land assembly and public infrastructure investments is an essential first step to establishing the land use planning and infrastructure conditions needed to maximize development readiness along the US-127 corridor.

This project aims to address a critical shortage of industrial sites within the community, and will ultimately help retain and attract talent by providing more job and career opportunities through expanded availability of development-ready land and future building space for new businesses to locate and current businesses to expand in the community. This project is key to the long-term economic vitality of the area.

PROJECT INFORMATION/IMPACT

Please address the following in 150 words or less)

A. How will this project address critical needs in your community/rural communities?

This project aims to address a critical shortage of industrial sites within the community. Industrial sites are essential for attracting new businesses, jobs, and investments to the area. Through this expanded land use planning project, the Township and MMDC will be able to identify key sites to further develop for future industrial park development. As a rural Township in a rural county, land use planning is essential to ensure that resources are not wasted while the appropriate steps are taken to maximize stability of the region by diversifying the local economy and increasing tax revenue.

Additionally, this project will ultimately help retain and attract talent by providing more job opportunities as new businesses locate and current businesses expand their locations with this future industrial site prepared.

B. How will the project be sustainable at completion and long-term?

The Township and MMDC will continue to collaborate with local stakeholders to ensure effective implementation. Regular monitoring and evaluation by the Township during the planning initiative will also occur to inform the MMDC and local stakeholders of any issues or gaps that need immediate attention. Provisions for adaptive planning to accommodate any of these issues, gaps, or changing needs will also help ensure the project remains relevant and effective overall.

This planning initiative is anticipated to result in identification and prioritization of additional implementation projects to be undertaken by the Township and MMDC to further prepare identified priority sites for development. The Township's anticipated local match is budgeted for in their General Fund to help support the initial phase of this project. Additional funding for implementation projects will come through secured grants and budget allocations, as appropriate, to cover the costs of ongoing project management and property development.

C. What do you anticipate will be the near-term and long-term impacts of the project?

In the long term, this project will foster sustainable economic development, diversify the local economy, and create a more resilient workforce. It will enhance the quality of life through improved infrastructure, amenities and public services. The project's success will attract further investment and support community development initiatives while also addressing an immediate need for additional industrial sites to market on behalf of the region that MMDC represents. Currently, the inventory in Charter Township of Union and the adjoining City of Mt. Pleasant is minimal.

In the near term, the project will stimulate economic growth by attracting new businesses, creating jobs and improving infrastructure. This will lead to increased tax revenue and immediate improvements in public services.

D. How does this project demonstrate multi-jurisdictional collaboration and cross-sector partnerships?

This project aligns with the East Michigan Council of Governments (EMCOG) Recovery and Resiliency Strategy Addendum to their adopted 2021-2025 Comprehensive Economic Development Strategy (CEDS).

The Charter Township of Union and MMDC will be working together to ensure the success of this project. Additionally, the City of Mt. Pleasant, a municipality surrounded by Charter Township of Union, is supportive of these efforts, recognizing that new business in the Township will result in increased opportunities, amenities, and population growth for the area.

Isabella County, in which both the Charter Township of Union and City of Mt. Pleasant are located, had one of the highest population drops since the 2010 census at -8.7%. Ensuring this project's success is beneficial to all municipalities in the county as we work together to reverse this trend.

E. How does the project leverage or position your community/rural communities for future investment (public/private)? Do you have specific future funding opportunities identified and/or prioritized? If not, how do you propose to identify/prioritize future funding opportunities or investment?

This project strategically positions the community and rural areas for future investment by focusing on industrial park and infrastructure development. Upgraded infrastructure and dedicated industrial parks make the area appealing to both public and private investors. The project's emphasis on economic growth and job creation further enhances its attractiveness for future investment.

To identify and prioritize future funding opportunities, the Township and MMDC will be actively seeking additional grants and exploring public-private partnerships to leverage this opportunity for further impact. Additionally, MMDC will promote the properties identified through this work to site developers, businesses, and through the Michigan Economic Development Corporation's network. Through these efforts, it is expected that this project will drive sustainable development, attract public and private investment, and position the community for long-term economic growth.

F. Please list formal partners and supporters. (Note that you are required to also attach at least 3 letters of support to this application. Those letters may come from stakeholders you list here).

Charter Township Board of Trustees (Resolution of Support)

Middle Michigan Development Corporation (Letter from James McBryde, President and CEO)

Isabella County (Letter from Nicole Frost, County Administrator)

City of Mount Pleasant (Email from Aaron Desentz, City Manager)