

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

A regular meeting of the Charter Township of Union Planning Commission was held on December 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, Gross, LaBelle, Lapp, McDonald, Shingles, Squattrito, and Thering

Excused: Buckley,

**Others Present**

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

**Approval of Agenda**

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

**Motion Carried**

**Approval of Minutes**

**Thering moved Gross supported to approve the regular meeting minutes from November 21, 2023, as presented. Vote: Ayes: 8. Nays: 0. Motion carried.**

**Correspondence / Reports/ Presentations**

- A. Board of Trustees updates by Thering – Announced that the Board of Trustees approved the 2024 Budget, gave an update on board appointments and reminded the commissioners to prepare for the April Joint Meeting.
- B. ZBA updates by Buckley – No updates were given.
- C. Community and Economic Development Monthly Report
- D. Other Reports – N/A

**Public Comment**

Open 7:08 p.m.

No comments were offered.

Closed 7:08 p.m.

**New Business**

**A. Acceptance of the Annual Report of the Zoning Board of Appeals for 2023**

- a. Introduction by Staff
- b. Planning Commission discussion
- c. Planning Commission action (accept the report as presented or with direction or questions to the Board of Appeals, or postpone action)

Community & Economic Development Director, Rodney Nanney presented the ZBA's 2023 Annual Report covering meetings held from December 2022 through November 2023.

Discussion by the commissioners. Some typographical errors were addressed to be fixed before in final form.

**McDonald** moved **Gross** supported to adopt the annual report to the Planning Commission of ZBA meetings held from December 2022 through November 2023 along with any recommendations regarding proposed changes to the Zoning Ordinance, as required by the ZBA Rules of Procedure. **Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Lapp, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Motion carried.**

**B. Adoption of the Planning Commission's 2023 Annual Report to the Board of Trustees**

- a. Introduction by staff
- b. Planning Commission discussion
- c. Planning Commission action (adopt the report as presented or with changes, or postpone action)

Peter Gallinat, Zoning Administrator, gave an in-depth overview of the Planning Commission Annual Report for 2023.

Discussion by the commissioners. Some typographical errors were addressed to be fixed before the final form goes before the Board of Trustees.

**Shingles** moved **LaBelle** supported to adopt the annual report to the Board of Trustees as required by the Michigan Zoning Enabling Act and the Planning Commission Bylaws. **Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Lapp, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Motion carried.**

**C. Proposed Zoning Ordinance Amendments**

Rodney Nanney, Community & Economic Development Director and Peter Gallinat, Zoning Administrator, introduced and discussed a summary list of proposed Zoning Ordinance Text Amendments.

Discussion by the commissioners.

**D. Proposal to suspend meetings of and appointments to the Sidewalk and Pathways Prioritization Committee until called upon again by the Planning Commission, based on the extent of previously recommended sidewalk improvements that are anticipated to be developed by the Township in 2024 and 2025**

- a. Introduction by staff
- b. Planning Commission questions and discussion
- c. Planning Commission action

Rodney Nanney, Community & Economic Development Director, gave an update on the Sidewalk & Pathways Prioritization Committee for the next two years. Nanney recommends suspending the committee until needed again.

Discussion by the commissioners. Thering suggested that regular updates of the sidewalk projects would be helpful to keep from forgetting about the committee. Shingles was concerned that if a situation was presented regarding the sidewalks, there wouldn't be committee members available to meet if it is suspended. LaBelle wanted clarification that we had enough sidewalk projects to carry us through 2024 and 2025.

**Thering** moved **Gross** supported to suspend meetings of and appointments to the Sidewalk and Pathways Prioritization Committee until called upon again by the Planning Commission, based on the extent of previously recommended sidewalk improvements that are anticipated to be developed by the Township in 2024 and 2025. **Roll Call Vote: Ayes: Albrecht, Gross, LaBelle, Lapp, McDonald, Shingles, Squattrito, and Thering. Nays: 0. Motion carried.**

**Extended Public Comments**

Open: 8:21 p.m.

No comments were offered.

Closed 8:21 p.m.

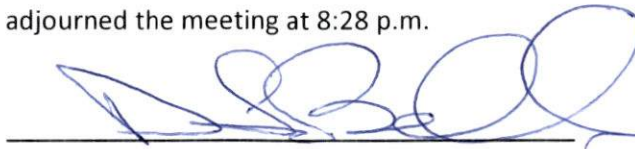
**Final Board Comment**

Chair Squattrito – asked for a preview of January’s agenda, asked for an update on the Master Plan and Parks and Rec Plan, inquired about a sidewalk on Broomfield Rd and wished everyone a happy and peaceful holiday.

**Adjournment** – Chair Squattrito adjourned the meeting at 8:28 p.m.

**APPROVED BY:**

*(Recorded by Tera Green)*



Doug LaBelle – Secretary

Tera Albrecht – Vice Secretary