

**MARION TOWNSHIP PLANNING COMMISSION
AGENDA**

REGULAR MEETING

**Due to COVID-19 considerations and consistent with State Policy:
The Township Planning Commission will meet virtually February 23, 2021 at 7:30 pm**

Instructions to participate in the meeting are posted on www.mariontownship.com

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

INTRODUCTION OF MEMBERS:

APPROVAL OF AGENDA FOR: February 23, 2021 Regular Meeting

APPROVAL OF MINUTES FROM: January 26, 2021 Regular Meeting

CALL TO THE PUBLIC:

PUBLIC HEARING:

none

New BUSINESS:

- 1) Pre-application meeting for Howell Storage
- 2) SPR#01-21 Re Review Schroeder Body Shop changes

Old BUSINESS:

- 1) Review LCPD comments for TXT#03-20 PUD Section 13.04 send to BOT for Adoption

Correspondence and Updates and Discussion:

CALL TO THE PUBLIC:

ADJOURNMENT:

DRAFT

*Approved by: _____
Larry Grunn, *Chairperson*

Date: _____

**MARION TOWNSHIP PLANNING COMMISSION
VIRTUAL MEETING MINUTES
JANUARY 26, 2021 / 7:30PM**

MEMBERS PRESENT: LARRY GRUNN – *CHAIRPERSON (Home)*
BOB HANVEY *(Township Hall)*
CHERYL RANGE – *SECRETARY (Home)*
BRUCE POWELSON – *VICE CHAIR (Township Hall)*
JAMES ANDERSON *(Home)*

OTHERS PRESENT: DAVE HAMANN – *ZONING ADMINISTRATOR (Home)*
JOHN ENOS – *CARLISLE WORTMAN (Home)*

MEMBERS ABSENT:
NONE

CALL TO ORDER:
Larry Grunn called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF JANUARY 26, 2021 PLANNING COMMISSION MEETING AGENDA

Jim Anderson made a motion to approve the Agenda for the January 26, 2021 Planning Commission meeting. Cheryl Range seconded. **MOTION CARRIED**

APPROVAL OF DECEMBER 22, 2020 PLANNING COMMISSION MEETING MINUTES:

Bruce Powelson wanted to add his comment about changing the name of Edguardo Road to Dellmar Road.

Cheryl Range made a motion to approve the Regular Planning Commission Meeting Minutes from December 22, 2020. Jim Anderson seconded. **MOTION CARRIED**

CALL TO THE PUBLIC:
NONE

PUBLIC HEARING:
NONE

OLD BUSINESS:

1. REVIEW SPR# 02-20 VERN BROCKWAY 1388 LUCY ROAD INDUSTRIAL ZONING

Al Prues discussed issues related to the trees on the property. Al would like to move the septic system to the northwest corner.

Jim Anderson asked if that will have any issues with the setback requirements involving the next-door neighbor.

David Hamann discussed the setbacks for the new proposed septic system for this project. Dave said that Al provided a submittal letter, which included feedback from the outside County agencies.

Cheryl Range made a motion to recommend approval for the Preliminary Site Plan Review# 02-20 Vern Brockway/Lucy Road PUD, to the Board of Trustees. Bruce Powelson seconded. **MOTION CARRIED**

2. REVIEW PUD# 01-20 TAMARACK PLACE (SUNRIDGE III) PRELIMINARY SITE PLAN REVIEW

Larry Grunn mentioned that he is not sure why we are discussing this again. He was under the impression that this had already been handled and decided upon.

Mike West reviewed the Development plan for Tamarack Place. He explained that they did make some changes such as adding 3 ½ additional acres of open space. They also made it possible for 129 lots to have open space views. They added hard and soft path areas throughout the development and they have every intention of adding landscaping and buffers wherever they can.

Manny Kianicky discussed the traffic study that was done and explained that all three phases of Sunridge will only contribute about 25% traffic.

Manny explained that they are willing to contribute \$100,000 for any future improvements needed for the effected roads.

Bob Hanvey explained that during the construction of phase 2, all traffic had to come through Kettle Road and that will have to occur for phase 3 construction as well. This means that all construction traffic should come in off Peavey Road via Kettle.

Mike West is asking for the Planning Commission to recommend approval to the Board of Trustees with conditions involving the traffic.

Jim Anderson made a motion to recommend approval of the preliminary site plan for Tamarack Place, Phase 3 PUD, to the Marion Township Board for review and approval. This approval is contingent on the following items:

- The Marion Township Board's review of the developer's traffic study.
- The acceptance of the \$100,000 traffic contribution for future road/traffic improvements. (Contribution made by the developer of Tamarack Place, Phase 3.)

Bruce Powelson seconded. **MOTION CARRIED**

3. REVIEW LCPD COMMENTS FOR TXT# 01-19 SHORT TERM RENTALS CHANGES

Dave said that there was only one review that had some comments.

Cheryl Range made a motion to recommend approval for TXT# 01-19 Short Term Rentals, to the Board of Trustees for review and adoption. Larry Grunn seconded. **MOTION CARRIED**

4. REVIEW LCPD COMMENTS FOR TXT# 02-19 SIGNS FOR HOME OCCUPATION & HOME-BASED BUSINESS CHANGES

Cheryl Range made a motion to recommend approval for TXT# 02-19 Home Occupation & Home-Based Business Signs, to the Board of Trustees for review and adoption. Larry Grunn seconded. **MOTION CARRIED**

5. REVIEW LCPD COMMENTS FOR TXT# 01-20 SITE PLAN/PRIVATE ROAD CHANGES

Cheryl Range made a motion to recommend approval for TXT# 01-20 Site Plan & Private Road, to the Board of Trustees for review and adoption. Bruce Powelson seconded. **MOTION CARRIED**

E. REVIEW LCPD COMMENTS FOR TXT# 02-20 SITE ACCESSORY STRUCTURE CHANGES

Cheryl Range made a motion to recommend approval for TXT# 02-20 Site Accessory Structure, to the Board of Trustees for review and adoption. Bruce Powelson seconded. **MOTION CARRIED**

NEW BUSINESS:

1. ANNUAL REPORT FROM SECRETARY

Larry Grunn discussed what a great job Cheryl Range had done on putting together the annual Planning Commission report. Bruce Powelson also complimented Cheryl's hard work and expressed how appreciative everyone was for the time and effort put in to creating this report.

2. ELECTION OF OFFICERS

Bruce Powelson made a motion to recommend Larry Grunn as the Chairperson for the Marion Township Planning Commission. Cheryl Range seconded. **MOTION CARRIED**

Jim Anderson made a motion to recommend Cheryl Range as the Secretary for the Marion Township Planning Commission. Larry Grunn seconded. **MOTION CARRIED**

Bruce Powelson made a motion to recommend Jim Anderson as the Vice Chairperson for the Marion Township Planning Commission. Larry Grunn seconded. **MOTION CARRIED**

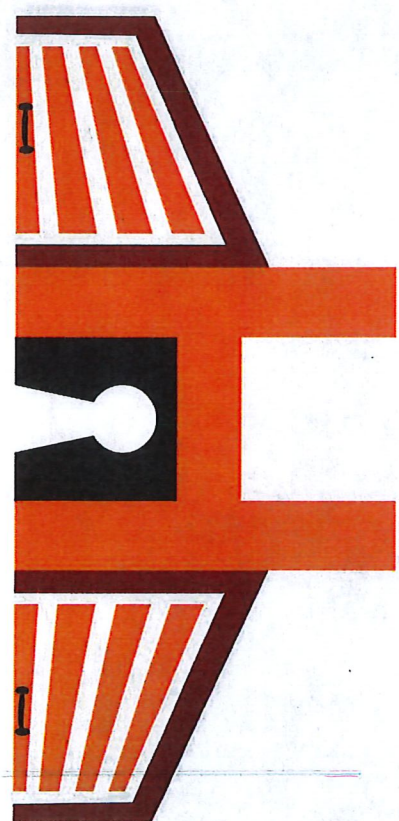
CORRESPONDENCE AND UPDATES:

John Enos announced that on Thursday, February 4, 2021 at 9:00am, he will be meeting with Dave Hamann and Bruce Powelson to review the final draft of Marion Township's Master Plan.

CALL TO THE PUBLIC:

NONE

ADJOURNMENT: Larry Grunn made a motion to adjourn the meeting at 8:55pm. Cheryl Range seconded. **MOTION CARRIED**



HOWELL
STORAGE

Conceptual Expansion Plan

February 2021

Subject Property



Background

- Howell Storage (formally McGowan Storage) has been a staple in the Howell and Marion Township communities for over 30 years.
- While the property has been well maintained, the necessary updates and proper management plan have kept it from growing as other competitors in the area have.
- The facility was purchased in July of 2020. The new owners (Jim and Carey Abraham) have enhanced many of the facility features making it more appealing to new customers. In addition, a new marketing and advertising plan has been put in place.
- At this time, to support the needs of existing residents and to prepare for new demand from new residents (i.e. Marion Oaks development), Howell Storage is working to create an expansion plan.

Methods Of Potential Expansion

1. **Temporary/Movable storage units** - These temporary structures have become a growing area of the self-storage industry. These units work well for areas on the property where conventional buildings would not be well suited. Typically they come assembled and do not require a foundation. They can be moved around the property if needed.
2. **New conventional self-storage buildings** - These are all-metal buildings that are typically on a concrete monolithic (floating) slab.

Temporary/Moveable Storage Units

- Allow quick/easy expansion of self-storage for new customers.
- Do not require foundation or utility connection.
- Can be moved/placed as needed.
- Color can be similar to existing buildings on property.



- Composite material requires virtually no maintenance & is UV stabilized
- The overall build time can be as little as a few hours
- FLEX's movable units can be placed where traditional storage cannot and allows for maximized storage potential
- FLEX storage units are cost-effective and easily scale-able to accommodate your storage growth. They are an overall great investment!
- FLEX offers a 1-year limited warranty

Proposed Areas For Temporary/Movable Units



- Intent is to identify the facility areas which can be site plan approved for future placement of temporary units (they will be added as necessary, over time).
- Units will be placed where existing outdoor parking is presently located.

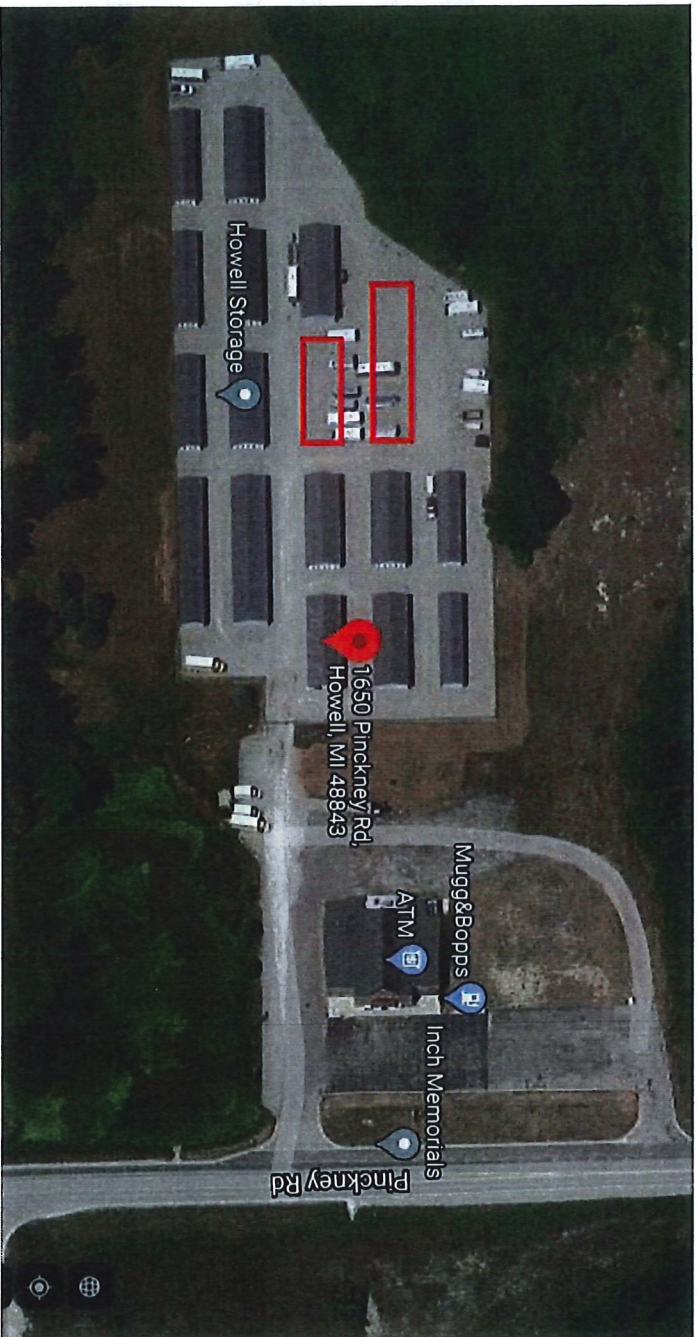
2 New Conventional Self-Storage Buildings

- Proposed placement will be where outdoor items are currently parked.
- Single-story gray metal buildings are proposed to match the current architecture that is onsite.
- Buildings may be cold storage or climate controlled (market study TBD)
- Approximate square footage is 4,800 for building 1 and 2,400 for building 2, total of 7,200 square feet of new building construction.

Example Appearance



Proposed Placement Area -2 New Conventional Self Storage Buildings



Questions For Marion Township

- The aisles within Howell Storage are well maintained 21AA gravel. We prefer to leave them as gravel which will help with drainage as those areas are pervious. We would like to gain conceptual insight from the Township on this direction.
- Are there any other questions or abnormal requirements we should be aware of as we develop a site plan for formal submission?

Thank You For Your Time

Contact

Jim Abraham

Howell Storage

248-343-8855

info@abesstoragemi.com

MARION TOWNSHIP
2877 W. COON LAKE ROAD
HOWELL, MI 48843
Phone 517-546-1588
Fax 517-546-6622

TRANSMITTAL

TO: Planning Commission

DATE February 23, 2021

PROJECT Site Plan revision for SPR#01-21
Schroeder Body Shop Re-review

VIA Hand Delivery

WE ARE SENDING: Herewith Under Separate Cover

THE FOLLOWING:

- Revised Site Plan review for SPR#01-21 Schroeder Body Shop
- Carlisle/Wortman Review letter undated but received 2/15/2021
- Spicer review letter dated 2/15/2021
- Landscape plan from first site plan review

FOR YOUR: approval/ denial as requested
 other review & comment

REMARKS:

The attached Revised Site Plan for SPR#01-21 Schroeder Body Shop plus adding 5 space auto sales use along with all the other items that were added to the previously approved Site Plan during construction. This information is for Final Re-**Review and forward to BOT with recommendation.**

FROM: Dave Hamann, Zoning Administrator

Copy: file



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

SPECIAL USE/ASBUILT ANALYSIS

Marion Township

Applicant: Schroeder's Body Shop

Property Address: 50 Schroder Park Drive

Current Zoning: Highway Service Commercial

Action Requested: Approval of Special Use Permit to Body Shop and RV Storage

DESCRIPTION

The applicant is a long-term business and resident of the Township was approved for a special use permit develop a state-of-the-art new body shop and RV repair shop on the south side of Schroeder Park Drive and east side and D-19. The applicant has provided a detailed site plan indicating two buildings, one for the body shop and office and another indicated as future storage. Only one building has been constructed.

Two access points are proposed on Schroeder Park Drive circulating throughout the site. The RV's awaiting repair storage area is proposed at the rear of the site to the south, parking for employees and we suspect vehicles awaiting repair surround the larger building. As a gateway into Marion, we are expecting a nice landscape plan and building design.

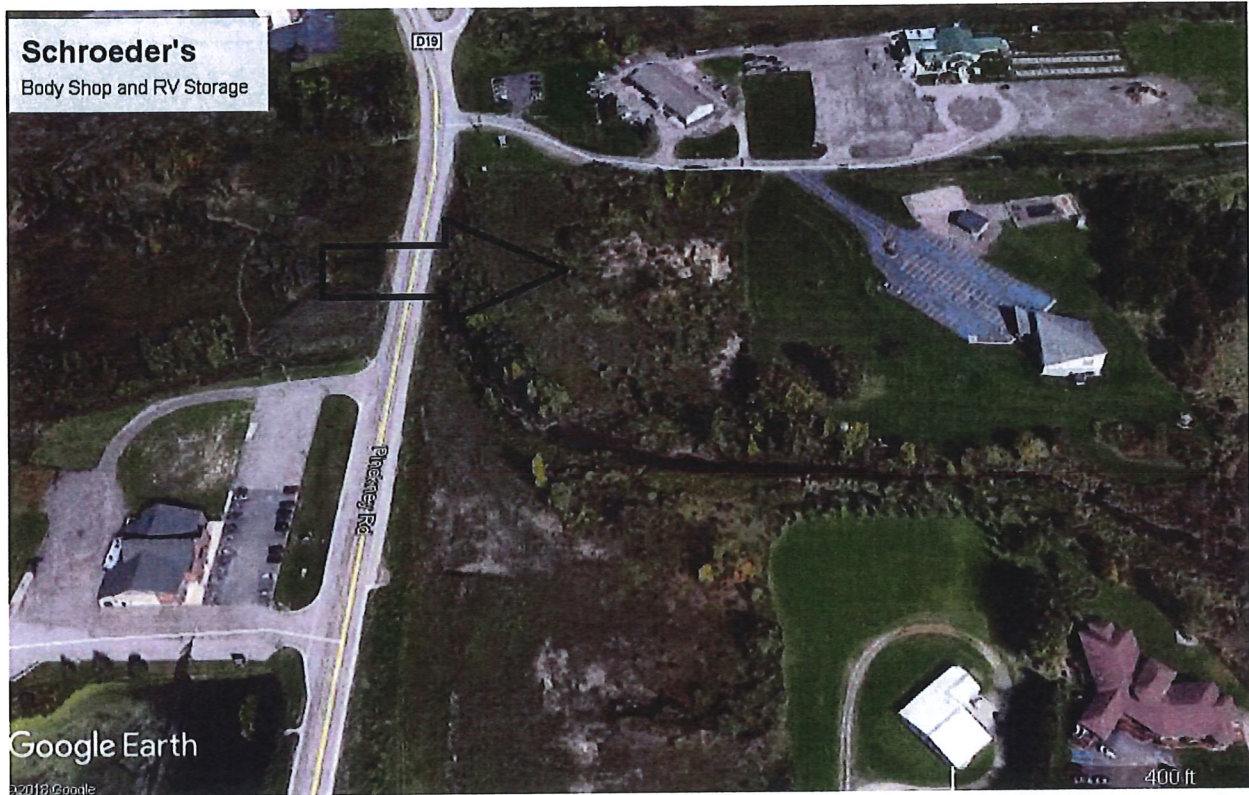
A public hearing was held in March 2018 with no negative comments from the Planning Commission or audience.

PROPERTY BACKGROUND

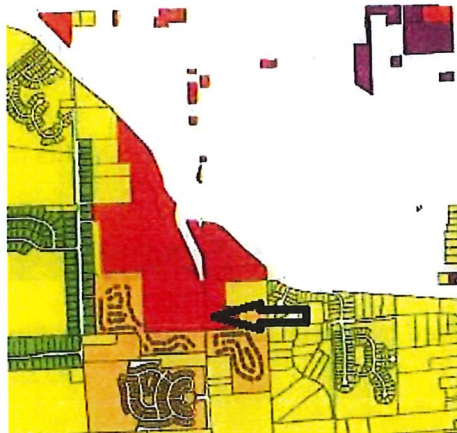
The applicant requests a use permitted by special use permit for the development of new body shop and RV repair shop and storage area.

Subject Site	
Current Use	Vacant/Scrub Woodland
Master Plan Recommended Use	Commercial

PROJECT LOCATION



ADJACENT PROPERTIES



All parcels in the immediate vicinity that front along D-19 around and near the property are zoned for a variety of commercial uses. Adjacent zoning and land use to the subject property are listed below:

Adjacent Properties		
	Existing Use	Zoning
North	Auto Repair	HS Highway Service
South	Drain and Vacant	HS Highway Service
East	Church	SR Suburban Residential
West	Mini-Storage and Store(Future Gas Station)	HS Highway Service

MASTER PLAN COMPATABILITY

The future land use plan of the Marion Township Master Plan has designated the subject property as Commercial. The Master Plan indicates that commercial land uses could include but are not limited to gas stations, large single-use retailers, restaurants and larger retail strip developments. The proposed use is in conformance with the Master Plan.

Items to be Addressed: None.

AREA, WIDTH, HEIGHT, SETBACKS

The Ordinance outlines the regulations for the HS Highway Service Commercial District. The following table compares the proposed development against these requirements:

	Required	Proposed	Compliance
Minimum Lot Area	1 acre	4.09 acres	✓
Minimum Lot Width	150 ft.	150 ft. +	✓
Minimum Front Yard	100 ft. from D-19 ROW	80ft/Schroeder 100ft D-19	✓
Minimum Side Yard	25 ft.	30 ft.	✓
Minimum Rear Yard	40 ft.	100+ft.	✓
Maximum Height	35 ft.	28 ft.	✓

Items to be Addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

The existing proposed building location for a reasonable and suitable arrangement based on the parcel size and shape. The two road frontages and the existing drain to the south most likely posed a challenge to design and we commend the applicant on design. The Fire Department should review for circulation and the ability to access all sides of the building.

Items to be Addressed: Fire Department Review.

PARKING, LOADING

We have reviewed parking based on the requirements for an automobile repair facility.

REQUIRED: Two (2) spaces for each repair and service stall, plus one (1) space for watch two (2) employees. Based on this calculation and on information provided by the applicant there are 55 stalls provided. This meets Ordinance requirements.

The site has more than enough parking, twenty more spaces than required. Unless the applicant can justify the need for so many spaces, they should consider replacing some of the parking area fronting D-19 with landscaping. We suspect the additional parking is being considered for the future area for RV's awaiting repair parking.

We are extremely concerned with the five (5) spaces proposed on the south side of the site indicating spaces for the sale of used cars. This was never discussed or approved as part of the original special use permit.

Items to be Addressed: 1.) Clarify need for additional parking or consider removing some parking and replacing with landscaping. 2.) Clarify and request formal approval of used car sales, if permitted.

LANDSCAPING, FENCING, SCREENING

A detailed and well thought landscape plan is proposed. The plan includes the following:

Fourteen (14) Michigan White Pines are proposed along the eastern boundary as a screen to the residentially zoned property. We question whether a solid fence will provide additional screening?

The frontages along Schroeder Park Drive and Pinckney Road a combination of deciduous trees and bushes. We would suggest a few evergreens placed in the Pinckney Road frontage to provide some green throughout the year.

The area to the south will be planted with grass and irrigated. In addition, the existing trees along the drain will be preserved.

Items to be Addressed: 1.) Discuss what landscaping is planning on being installed. 2.) Clarify type of fencing.

FLOOR PLAN AND ELEVATIONS

Floor Plans have been provided and indicate a nice combination of brick, corrugated metal siding and cultivated stone fronting Pinckney Road.

It is our understanding that an RV sewage dump has been installed on site. Is the Township Engineer, County and other agencies aware of this issue?

Items to be Addressed: Discuss allowance of RV sewage dump into municipal system.

CONDITIONAL USE STANDARDS

1. Be harmonious with and in accordance with the general principles and objectives of the Master Plan of the Township. ***The parcel is planned for and currently being used for commercial uses. The proposed use is harmonious with the current Master Plan.***
2. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed. ***The existing and proposed commercial uses of RV repair are appropriate in appearance and fit the area. We are concerned with the used car sales area and RV sewage dump.***
3. Not be hazardous or disturbing to existing or future uses in the same general vicinity and will substantially improve property in the immediate vicinity and in the community as a whole. ***We do not anticipate any hazardous or disturbing issues upon approval of all outside agencies and the Township.***
4. Be served adequately by essential public facilities and services, such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities and schools. ***Is the RV sewage sump permitted?***
5. Not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors. As a body shop, we expect that some potential hazardous materials or uses may exist. ***We understand that these type uses are heavily regulated and will conform to all federal, state and local requirements.***
6. Meet the intent and purpose of the zoning regulations; be related to the standards established in the Ordinance for the land use or activity under consideration; and will be in compliance with these standards. ***Upon addressing the issues contained in this review and as required by the Planning Commission the proposed project will meet Township requirements.***
7. Ensure that landscaping shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and by topographic modifications, which result in maximum harmony with adjacent areas. ***New landscaping is proposed and the existing landscaping to the south will be preserved.***
8. Ensure that special attention shall be given to proper site surface drainage so that removal of storm waters will not adversely affect neighboring properties. ***The Township engineer should review for compliance with all infrastructure needs.***
9. Ensure that all exterior lighting shall be so arranged that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted. ***Lighting should be clarified.***
10. Meet the site plan review requirements of Article XVIII. If the applicant chooses to submit a preliminary site plan, the special use permit may also be considered preliminary. ***Upon addressing issues as noted in this review the project shall meet Ordinance requirements.***

11. Conform to all applicable state and federal requirements for that use. ***Prior to Township approval the project should meet all outside agency approvals.***

SUMMARY OF ITEMS TO BE ADDRESSED BY APPLICANT

We recommend postponing a decision on this use until such time as the following issues are addressed to the approval of the Township.

1. Fire Department approval of site circulation and locations of propane tanks.
2. Discuss allowance of RV sewage dump into municipal system.
3. Discuss what landscaping is planning on being installed.
4. Clarify type of fencing.
5. Clarify need for additional parking or consider removing some parking and replacing with landscaping.
6. Clarify and request formal approval of used car sales, if permitted.



February 15, 2021

Dave Hamann, Zoning Administrator
Marion Township
2877 W Coon Lake Rd
Howell, MI 48843

RE: Schroeder's Body Shop
SPR#01-21
Revised Final Site Plan Review

Mr. Hamann:

We have received and reviewed updated site plan for Schroeder's Body Shop, which is located on the east side of D-19 (Pinkney Rd) and the south side of Schroeder Park Dr. The plans were prepared by Fairway Engineering, LLC on behalf of Schroeder's Body Shop, LLC and are revised February 3, 2021.

The latest plan includes an update to the previously approved and constructed site plan. All of the improvements noted on the new site plan have already been constructed. Our understanding of the changes to the site includes:

- Installation of a propane storage tank and filling station
- Construction of a gravel storage area in the southeast corner of the site
- Relocation of the dumpsters
- Addition of five parking spaces designated for automobile sales
- Construction of a RV sewage dump station at the southwest corner of the building

Propane Storage Tank

The tank is located in the rear of the building and is protected by bollards. There is no space designated for filling tanks so it is assumed that all tanks will be filled within the small shed located next to the tank. The propane storage tank and filling shed should be reviewed and approved by the Howell Area Fire Authority.

Gravel Storage Area

An approximately 0.38 acre gravel storage area was constructed in the southeast corner of the site. This will add to the imperviousness of the site but after reviewing the detention calculations it appears there is sufficient capacity in the detention basin to accommodate the increased hard surface. The Township's development standards would require curb around the storage lot, but it may not be applicable in this case since the project was started before the standards were adopted. It should be noted that this area will predominately drain by sheet flow to the detention basin, increasing the possibility of sediment being deposited in the basin. It is recommended that the basin be inspected periodically (every 2-3 years) to determine if cleaning is necessary. Since this is very close to the Marion No. 5 Drain, the Livingston County Drain Commissioner should review and approve the change to the site.

February 15, 2021

Page 2 of 2

Relocation of the Dumpsters

The dumpsters have been relocated from the southeast corner of the building to the northeast corner. We don't recommend the dumpsters be placed in the front yards of sites for aesthetic purposes. The path the truck will take to unload the dumpsters should be shown on the plans.

Automobile Sales Parking Spaces

We defer to the Township planner on this issue. Changing the existing parking spaces to designated sale spaces has no engineering impact on the site.

RV Sewage Dump Station

We do not recommend the installation of a RV dump station for this site. This is an un-metered connection to the Township's sanitary sewer system and the applicant would not be billed for adding sewage to the system. The applicant should state what chemicals will be introduced to the system and the Township should verify with the City of Howell that these chemicals will not have a detrimental effect on the wastewater treatment plant processes. In addition, the line runs under the water quality unit and would need to be relocated.

If you have any questions or need anything further, please feel free to contact our office.

Sincerely,



Philip A. Westmoreland, P.E.

Senior Project Manager

SPICER GROUP, INC.

125 Helle Blvd., Suite 2

Dundee, MI 48131

CC: SGI File
Ken Recker, P.E., Livingston County Drain Commissioner's office (via email)
John Enos, AICP, Carlisle Wortman (via email)

Schroeder Design Services, Inc.

Schroeder Body Shop LLC

50 Schroeder Park Drive
Howell, MI 48843

East side of property:

Installing 14' Michigan
White pines (WHP) 5' for privacy
screening.

North side of the property:

Installing 26 burning bushes (BB) 3 gal. pot
size. Install flowering bed with variety
100 one-gal. size perennials. Sign in the
middle. Lights TBD. Hardwood
mulch. Plastic edging. Install 2 deciduous
Magnolia (MG) 7'-9'.

West side:

Install 4 deciduous crabapple (CA) 7'
Install flowering bed with 100 variety
perennials 1 gal. size with sign in the
middle (PSSG). Lights TBD.
Hardwood mulch. Plastic edging. Front of
the building: Install 18 deciduous or evergreen
shrubs (SHIV) 3 gal. pot size. Hardwood mulch
English ivy ground cover.
Install 18" seating wall and paver patio
(PP5TW) on southwest side.

South side:

Preserving meadow with
existing trees (WET)
Install lawn with seeding or
seed. Install irrigation system.
Provide positive drainage.
See engineering plans for grades.
Parking lighting: Install 9
14' lights (PL) and 7' wall packs (WP)
on the building. See manufacturer
specification for
lighting equipment details.

Schroeder's Body Shop and RV repair
50 Schroeder Park Drive
Howell, MI 48843



Scale: 1"=30'

May 3, 2018



TOPOGRAPHIC SURVEY OF 50 SCHROEDER PARK DRIVE

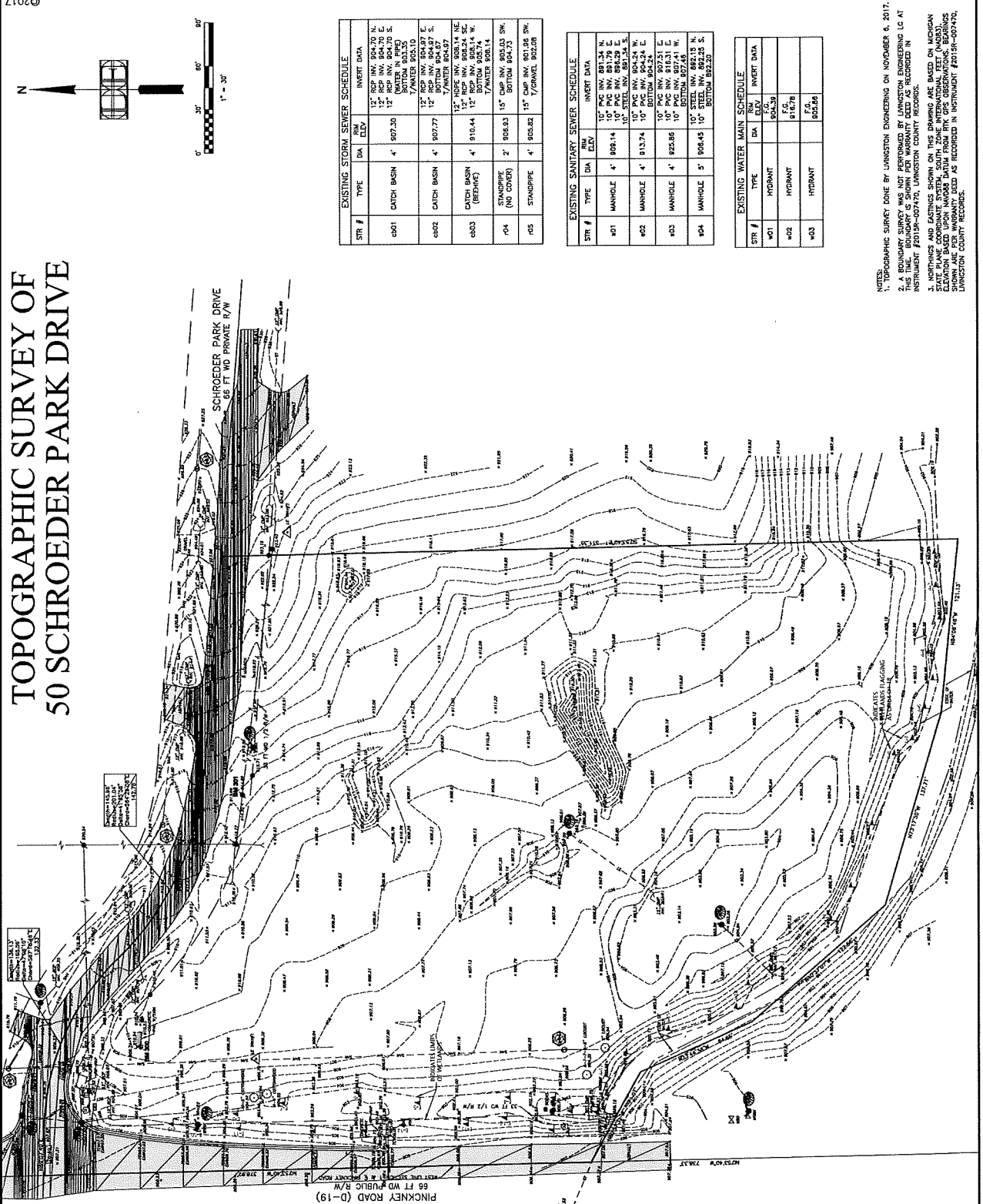
LIVINGSTON ENGINEERING
 CIVIL ENGINEERING SURVEYING PLANNING
 3500 S. OLD U.S. 23, BRIGHTON, MI 48114
 PHONE: (810) 225-7100 FAX: (810) 225-7699
 www.livingstonsurvey.com

PARK ENGINEERING LLC
 24653 ROCK ROAD/STE 124
 WARREN, MI 48093
 MARK WALKER, P.E.
 CR/ENR

TOPOGRAPHIC SURVEY
 50 SCHROEDER PARK DRIVE
 HOPKELL, MI 48443
 S/W 1/4 SEC. 1, T2N-R4E, MARION TOWNSHIP, LIVINGSTON COUNTY

Date:	2017-11-13
Project:	50 SCHROEDER PARK DRIVE
Drawn:	MARK WALKER
Checked:	MARK WALKER
Scale:	AS SHOWN
Sheet:	17215

SUR-2
 SH 2 of 4



STR #	TYPE	DIA	R/W	ELEV	INVERT DATA
0801	CATCH BASIN	4'	807.30	12" RCP INV. 804.70 N. 12" RCP INV. 804.70 E. 12" RCP INV. 804.70 S. WATER IN PIPE BOTTOM 803.30	
0802	CATCH BASIN	4'	807.77	12" RCP INV. 804.97 S. 12" RCP INV. 804.97 E. 12" RCP INV. 804.97 N. 7" WATER 804.97	
0803	CATCH BASIN (BRIDGE)	4'	810.44	12" HDPE INV. 808.14 NE 12" HDPE INV. 808.14 SE 12" RCP INV. 808.14 SW 12" RCP INV. 808.14 NW	
r-04	STANDPIPE (NO COVER)	2'	806.93	15" RCP INV. 809.03 SW 15" RCP INV. 809.03 SE 15" RCP INV. 809.03 E. 15" RCP INV. 809.03 N.	
r-05	STANDPIPE	4'	805.82	15" 7" DOWNS 802.93	

STR #	TYPE	DIA	R/W	ELEV	INVERT DATA
0101	MANHOLE	4'	808.14	10" PAC INV. 881.24 N. 10" PAC INV. 881.24 E. 10" PAC INV. 881.24 S. 10" STEEL INV. 881.24 W.	
0102	MANHOLE	4'	813.74	10" PAC INV. 824.74 E. 10" PAC INV. 824.74 S. 10" PAC INV. 824.74 W. BOTTOM 802.24	
0103	MANHOLE	4'	825.86	10" PAC INV. 816.31 E. 10" PAC INV. 816.31 S. 10" PAC INV. 816.31 W. 10" PAC INV. 816.31 N.	
0104	MANHOLE	5'	808.43	10" STEEL INV. 892.13 N. 10" STEEL INV. 892.23 S. BOTTOM 812.20	

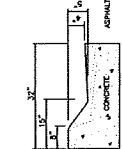
STR #	TYPE	DIA	R/W	ELEV	INVERT DATA
W01	HYDRANT	4.5"	804.38	4.5"	
W02	HYDRANT	4.5"	816.78	4.5"	
W03	HYDRANT	4.5"	825.86	4.5"	

- NOTES:
1. TOPOGRAPHIC SURVEY DONE BY LIVINGSTON ENGINEERING ON NOVEMBER 6, 2017.
 2. A BOUNDARY SURVEY WAS NOT PERFORMED BY LIVINGSTON ENGINEERING LC AT THIS TIME. BOUNDARY SURVEY PER WOODRUFF RECORD.
 3. ELEVATIONS AND DISTANCES SHOWN ON THIS DRAWING ARE BASED ON MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, INTERNATIONAL FEET (NA83). ELEVATION BASED UPON NAVD83 DATUM FROM INK OPI OBSERVATIONS. BEARINGS AND DISTANCES AS RECORDS IN INSTRUMENT 161040-004974, LIVINGSTON COUNTY RECORDS.

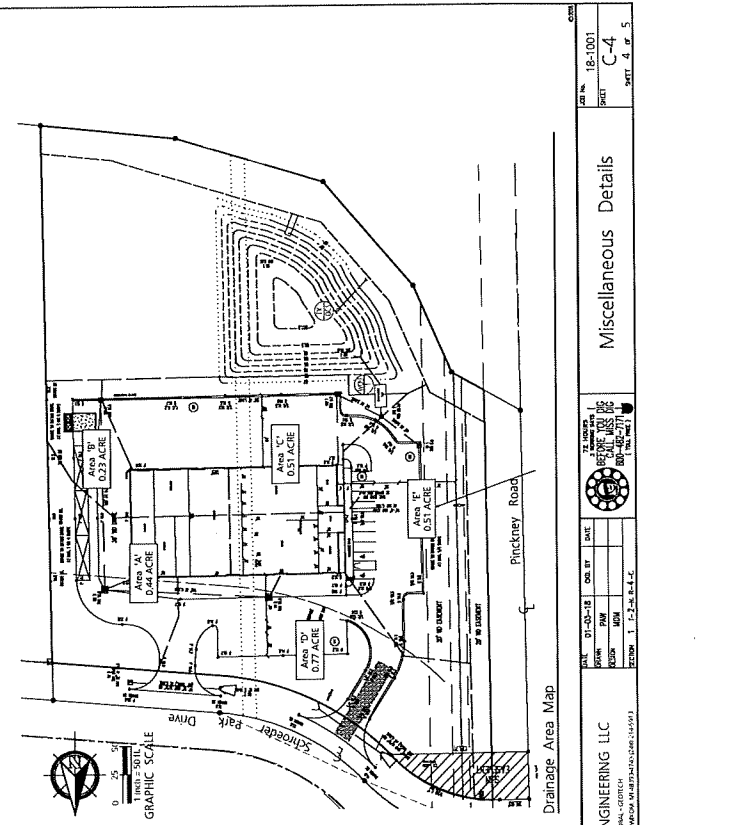
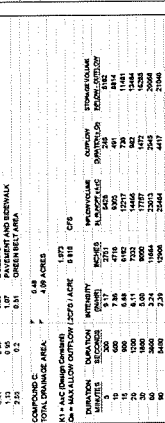
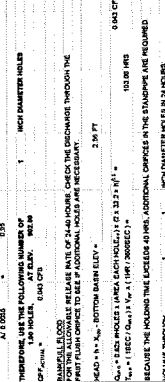
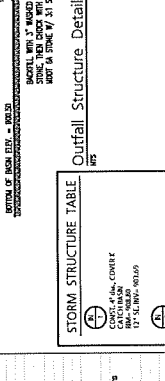
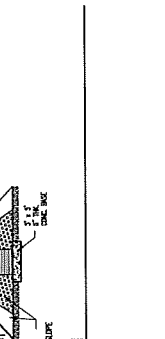
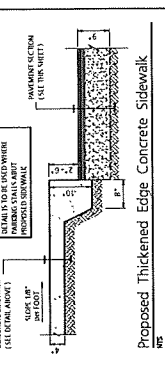
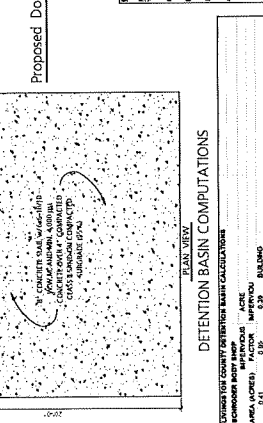
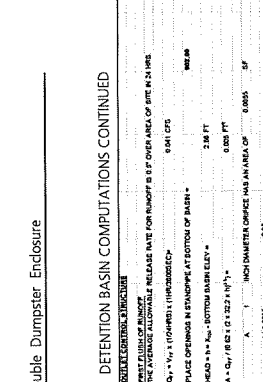
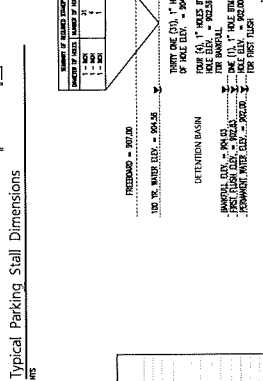
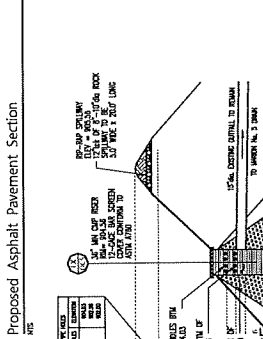
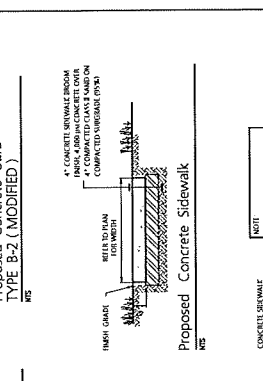
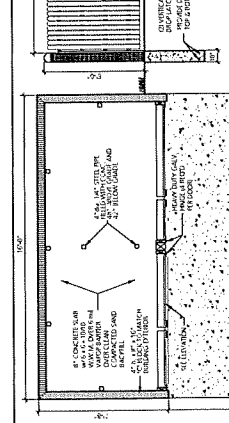
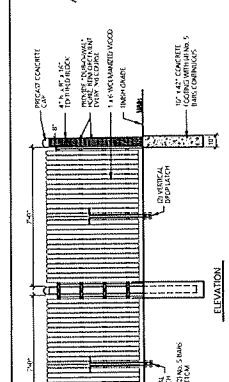
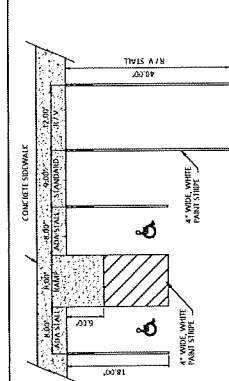
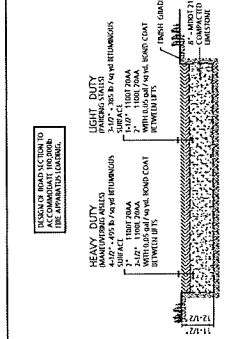
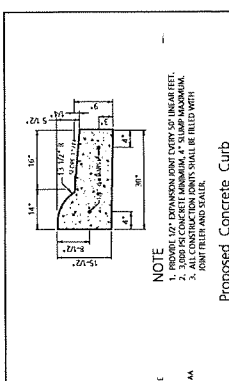
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 E. 1240137.42
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 E. 1257472.25

BENCHMARK #200
 SW CORNER CONCRETE
 ELEVATION= 910.29
 BENCHMARK #201
 SW FACE UTILITY POLE
 ELEVATION= 910.50

SCHEDULE
 45 MPH
 CONCRETE OR REBAR



- LEGEND
- TRAP POINT-SET
 - ROUND IRON ROD
 - SECTION CORNER
 - COMMUNICATION BOX
 - COMMUNICATION MANHOLE
 - CONCRETE
 - ELECTRIC BOX
 - ELECTRIC METER
 - CATCH BASIN ROUND
 - CATCH BASIN SQUARE
 - WATER SHOOT VALVE
 - WATER SHOOT VALVE
 - WATER VALVE IN BOX
 - HYDRANT
 - MANHOLE
 - SPIN
 - SECURABLE TREE
 - EXISTING OVERHEAD UTILITY LINE
 - EXISTING SANITARY SEWER LINE
 - EXISTING STORM SEWER LINE



STORM STRUCTURE TABLE

NO.	DESCRIPTION	AREA (ACRES)	PERMIT NO.	DATE
1	CONCRETE CONTROL CURB	0.44	17-16-00189	08/19/17
2	CONCRETE CONTROL CURB	0.23	17-16-00214	08/19/17
3	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17
4	CONCRETE CONTROL CURB	0.77	17-16-00214	08/19/17
5	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17

DEFINITION BASIN COMPUTATIONS

NO.	DESCRIPTION	AREA (ACRES)	PERMIT NO.	DATE
1	CONCRETE CONTROL CURB	0.44	17-16-00189	08/19/17
2	CONCRETE CONTROL CURB	0.23	17-16-00214	08/19/17
3	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17
4	CONCRETE CONTROL CURB	0.77	17-16-00214	08/19/17
5	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17

STORM SEWER COMPUTATIONS

NO.	DESCRIPTION	AREA (ACRES)	PERMIT NO.	DATE
1	CONCRETE CONTROL CURB	0.44	17-16-00189	08/19/17
2	CONCRETE CONTROL CURB	0.23	17-16-00214	08/19/17
3	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17
4	CONCRETE CONTROL CURB	0.77	17-16-00214	08/19/17
5	CONCRETE CONTROL CURB	0.51	17-16-00214	08/19/17

PROPOSED

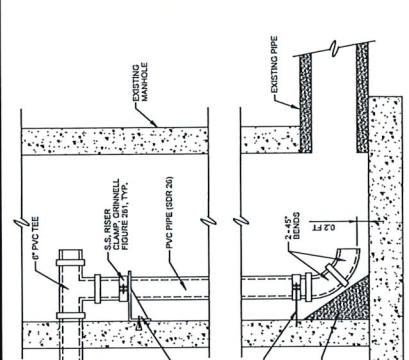
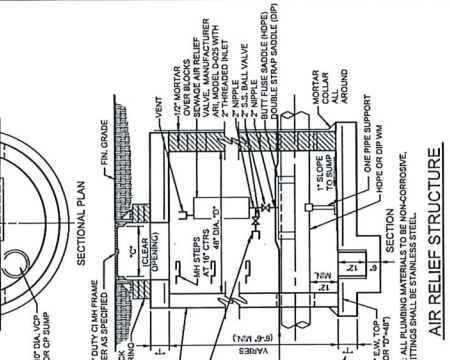
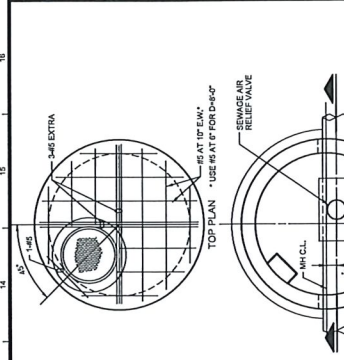
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633 McCarty Street
Howell, Michigan 48843

Schroeder's Body Shop
50 Schroeder Park Drive
Howell, Michigan 48843

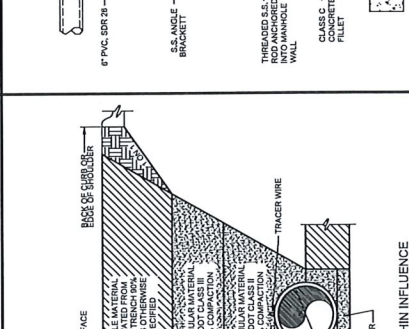
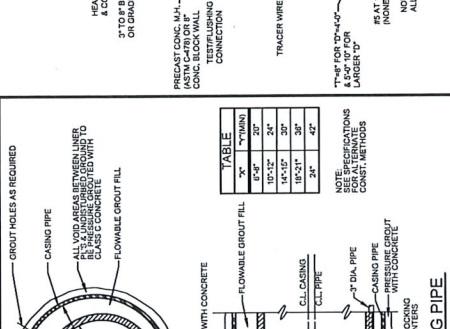
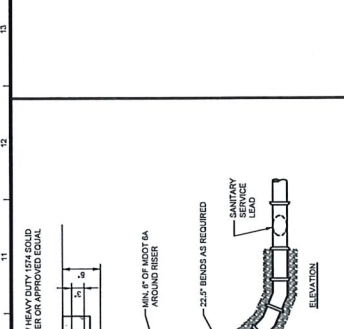
FAKWAY ENGINEERING LLC
400 EASTMAN AVE, GOSHEN, INDIANA 46526
317-451-2771
www.fakway.com

Miscellaneous Details

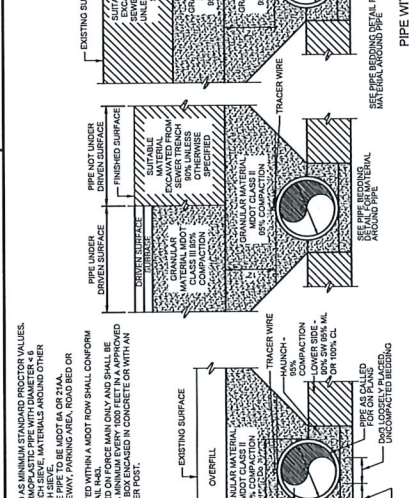
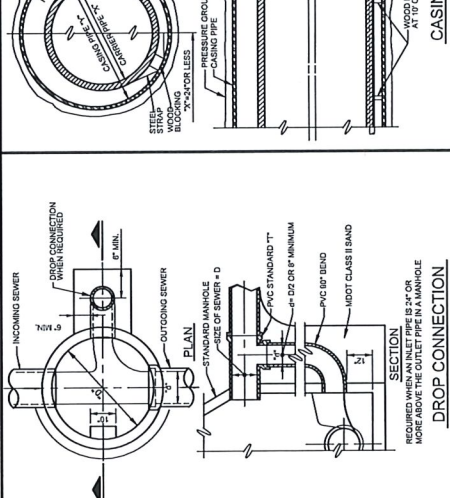
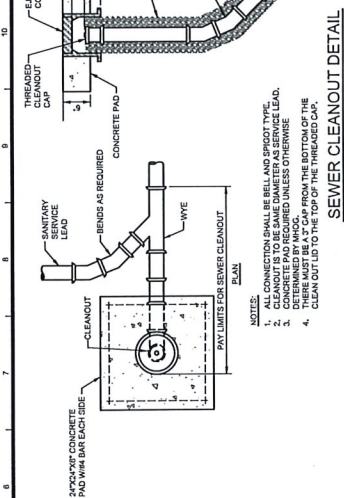
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JOB NO: 18-1001
SHEET: C-4
OF: 5



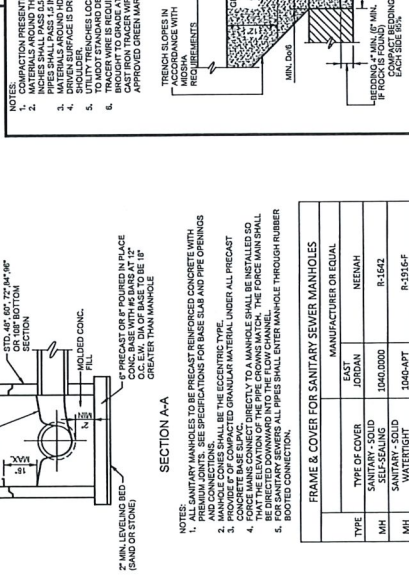
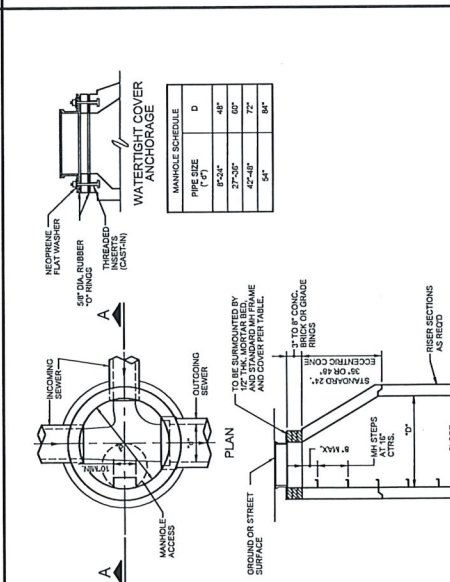
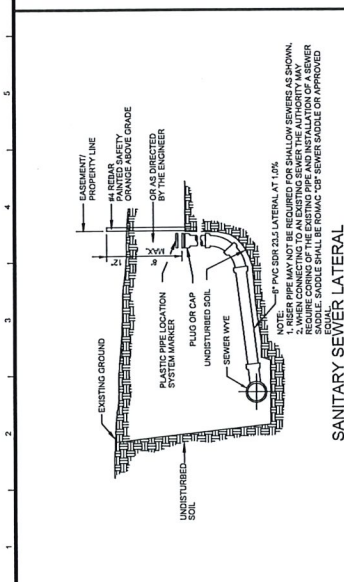
INTERIOR SEWER LATERAL DROP CONNECTION



DROP CONNECTION



DROP CONNECTION



STANDARD MANHOLE

NOTES:
1. COMPACT PRESENTED AS MINIMUM STANDARD PROCTOR VALUES.
2. ALL TRENCHES SHALL BE 18\"/>

FRAME & COVER FOR SANITARY SEWER MANHOLES		MANUFACTURER OR EQUAL	
TYPE	TYPE OF COVER	EAST	JORDAN
MH	SANITARY - SOLID	1040-0000	R-1542
MH	WATERTIGHT - SOLID	100-407	R-1516-F
CO	SOLID	1574A	R-1973-A



Livingston County Department of Planning

MEMORANDUM

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

TO: Livingston County Planning Commissioners and the
Marion Township Board of Trustees

FROM: Robert Stanford, Principal Planner

DATE: January 4, 2021

SUBJECT: Z-01-21 Amendments to Zoning Ordinance Article -

- Article XIII: Planned Unit Development Overlay District
- Section 13.04: Procedure for Review and Approval

The Marion Township Planning Commission proposes to update the aforementioned Articles/Sections regarding the ability to amend a planned unit development within the township's Planned Unit Development Overlay District.

The Township wants to remove the current Section 13-04 from the Township Zoning Ordinance and place it into their new Township Engineering Development Standards document. This Section contains more of the nuts and bolts processes and requirements of the township's PUD process.

With the removal of said provisions above, the Township also wishes to subsequently add a new Section 13.04 to the Zoning Ordinance, which only provides determining factors for either minor or major changes to an approved PUD.

The Township believes making these changes will allow more flexibility to everyone involved in the PUD planning and development process.

NOTE: When existing (current) text are utilized in this review for illustrative purposes, additions (or newly proposed text) are noted in **underlined bold** font while deletions to existing text are noted in ~~striketrough~~ font (Times New Roman). Planning Staff comments are noted in ***bold italic underline*** fashion (Arial).

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



The Marion Township Planning Commission proposes to update the following Articles/Sections regarding the ability to amend a planned unit development within the township's Planned Unit Development Overlay District, in the following manner:

ITEM 1: ADD NEW SECTION 13.04 REPLACING CURRNT SECTION 13.04

ARTICLE XIII: PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT

Section 13.04 Amending a PUD

Changes to an approved PUD shall be permitted only under the following circumstances:

A. Notify Zoning Administrator.

The holder of an approved PUD final development plan shall notify the zoning administrator of any desired change to the approved PUD.

B. Minor Change Determination.

Minor changes may be approved by the Zoning Administrator upon determining that the proposed revision(s) will not alter the basic design and character of the PUD, nor any specified conditions imposed as part of the original approval. The Zoning Administrator, at his/her sole discretion, may refer minor changes to the Planning Commission for review or may request a Planning Commission determination regarding whether a proposed change is a minor or major change. Minor changes shall include the following:

- 1. Reduction of the size or lot coverage of any building**
- 2. Reduction in the size of any sign**
- 3. Movement of buildings and/or signs by no more than ten feet**
- 4. Landscaping approved in the final development plan that is replaced by similar landscaping to an equal or greater extent**
- 5. An addition to a building, of up to ten percent of the total floor area, but not more than 2,000 square feet which do not alter the character of the building use.**



6. Internal rearrangement of a parking lot that does not affect the number of parking spaces or alter access locations or design
7. Movement of or alterations to proposed storm water management facilities, such as detention or retention ponds related to a reduction in the lot coverage of a building or buildings, provided such movement or alteration is first reviewed and approved by the township engineer
8. Changes required or requested by the Township Board or Planning Commission or other county, state, or federal regulatory agency in order to conform to other laws or regulations
9. Other changes of a minor nature determined by the Zoning Administrator to be not material or significant in relation to the entire PUD or its permitted land uses

C. Major Change Determination.

A proposed change not determined by the Zoning Administrator to be minor shall be submitted as an amendment to the PUD and shall be processed in the same manner as the original PUD application in accordance with Section 13.02

ITEM 2: MOVE EXISTING SECTION 13.04 to TOWNSHIP ENGINEERING DEVELOPMENT STANDARDS DOCUMENT

Section 13.04 Procedure for Review and Approval

A. Conceptual Planned Unit Development Submittal

An applicant for planned unit development approval shall prepare a conceptual planned unit development submittal to provide the Planning Commission with a general overview of the proposed planned unit development. The applicant shall also submit a conventional development plan for the development project being considered in order for the Planning Commission to determine whether or not the planned unit development project meets the intent of this Article. The conceptual submittal shall be processed in accordance with the following procedures:

1. The applicant shall provide twenty (20) copies of the conceptual submittal to Zoning Administrator at least fourteen (14) days prior to the meeting at which the submittal is to be presented. The Zoning Administrator shall review the



~~submittal to determine that all the required information has been provided. Upon finding that the submittal is complete, the Zoning Administrator shall place the conceptual submittal on the Planning Commission's agenda.~~

2. ~~The following minimum information must be provided as part of the concept submittal:~~

~~Statement of purpose, objectives, and development program including:~~

- ~~a. Discussion of the rationale for employing the planned unit development provisions rather than developing the project conventionally.~~
- ~~b. Total project area.~~
- ~~c. Description of existing site characteristics.~~
- ~~d. Description of proposed character of the development.~~
- ~~e. Densities, areas and setbacks for various residential types.~~
- ~~f. Area and percent of developed and undeveloped open spaces.~~
- ~~g. Discussion of proposed means of serving the development with water, sanitary waste disposal, and storm water drainage.~~
- ~~h. Proposed project phasing and estimated timing schedule by phase to completion.~~
- ~~i. Statement of anticipated impact on natural features, public facilities and services such as but not limited to police and fire protection, roads, and schools.~~

~~Generalized development plan and program, including:~~

- ~~j. Overall map at a minimum scale of 1 inch equals 2,000 feet showing the relationship of the proposed planned unit development to its surroundings, including section lines, parcel boundaries, major roads, collector streets, among other landmarks.~~
- ~~k. Generalized graphic depiction at a scale of 1 inch equals 200 feet showing the following:
 - 1) Major access roads serving the site, including right-of-way widths, and existing and proposed road surfacing.~~



- ~~2) Existing utility lines including sanitary sewer, storm sewer, water main, and gas and electric service.~~
 - ~~3) Existing adjacent land uses and structures within 200 feet of the proposed planned unit development boundary.~~
 - ~~4) Proposed internal pedestrian and vehicular circulation system.~~
 - ~~5) Areas to be developed for residential, commercial, recreational, and common open space uses and structure locations.~~
 - ~~6) Areas to be preserved in a natural state.~~
 - ~~7) Other data or graphics, which will serve to further, describe the proposed planned unit development.~~
- ~~3. The Planning Commission shall review the concept plan with the applicant, shall inform the applicant of the Township's development policies, and shall make comments and suggestions about the proposed concept plan. The Planning Commission shall refer appropriate portions of the submittal to the Township Attorney, Engineer, Planner and/or appropriate county agencies for review and comment, prior to making comments and suggestions to the applicant.~~
 - ~~4. The Planning Commission upon reviewing the conceptual planned unit development submittal as well as the comments from the Township Attorney, Engineer, Planner and appropriate state and county agencies and prior to granting conceptual PUD site plan approval, the Planning Commission sets a public hearing to receive citizen input on the proposed planned unit development. Notice of such public hearing shall be given in accordance with the following notification procedures:
 - ~~a. One (1) notice of the public hearing shall be published in a newspaper of general circulation in the Township. Notice of the Public Hearing also shall be sent by mail or personal delivery to the owners of the property for which planned unit development approval is being considered and to all persons to whom real property is assessed within three hundred (300) feet of the boundaries of the property in question, and to the occupants of all structures located within three hundred (300) feet of the boundaries of the property in question regardless of whether the property or occupant is located within the Township. If the name of the occupant is not known, the term "occupant" may be used in making notification.~~~~



~~Notifications need not be given to more than one (1) occupant of a structure, except if a structure contains more than one (1) dwelling unit or spatial area owned or leased by different individuals, partnerships, businesses, or organizations, one occupant of each unit or spatial area shall receive notice.~~

~~b. In the case of a single structure containing more than four (4) dwelling units or other distinct spatial areas owned or leased by different individuals, partnerships, businesses, or organizations, notice may be given to the manager or owner of the structure who shall be requested to post the notice at the primary entrance to the structure.~~

~~e. Notice of the public hearing shall be made not less than fifteen (15) days prior to the public hearing date.~~

~~d. The public hearing notice shall:~~

~~1) Describe the nature of the planned unit development proposal.~~

~~2) Adequately describe the property in question. The notice shall include a listing of all existing street addresses within the property, if such addresses exist. If there are no street addresses, other means of identification may be used.~~

~~3) State the date, time, and place of the public hearing.~~

~~4) Indicate when and where written comments concerning the request will be received.~~

~~5. After the public hearing, the Planning Commission shall submit a written report on the public hearing and the Commission's recommendation to the Township Board. Before recommending conceptual approval to the Township Board, the Planning Commission shall determine that the stated purpose of the Planned Unit Development ordinance and the specific conditions of Section 13.02 C exist and the requirements of Section 13.03 have been met.~~

~~6. The Township Board reviews the public hearing report and the Planning Commission recommendation and by resolution either approves, approves with modifications, or denies the conceptual planned unit development submittal.~~



7. ~~Following approval of the conceptual planned unit development submittal, the Township Board authorizes the developer to prepare the preliminary planned unit development submittal.~~

B. ~~Preliminary Planned Unit Development Submittal~~

~~A preliminary planned unit development submittal shall be processed in accordance with the following procedures:~~

1. ~~The applicant shall provide twenty (20) copies of the preliminary planned unit development submittal to the Zoning Administrator at least fourteen (14) days prior to the meeting at which the submittal is to be presented. The Zoning Administrator shall review the submittal to determine that all the required information has been provided. Upon finding that the submittal is complete, the Zoning Administrator shall place the preliminary submittal on the Planning Commission's agenda.~~
2. ~~The following minimum information must be provided by the preliminary planned unit development submittal.~~

Existing Site Features

- a. ~~An overall area map at a scale of not less than 1 inch equals 2,000 feet showing the relationship of the planned unit development to its surroundings such as section lines and/or major roads or collector streets.~~
- b. ~~Physical development plan prepared at a minimum scale of 1 inch equals 100 feet.~~
- c. ~~Boundaries of proposed planned unit development, section or corporation lines within or adjacent to the tract, and overall property dimensions.~~
- d. ~~Property lines of adjacent tracts of subdivided and unsubdivided land shown in relation to the proposed planned unit development site, including those of areas across abutting roads.~~
- e. ~~Location, widths, and names of existing or prior platted streets and private streets, and public easements within or adjacent to the proposed planned unit development site, including those located across abutting roads.~~



- f. ~~Location of existing sewers, water mains, storm drains and other underground facilities within or adjacent to the proposed planned unit development site.~~
- g. ~~Topography drawn at a two (2) foot contour interval. Topography must be based on USGS datum and be extended a minimum distance of two hundred (200) feet outside the proposed planned unit development boundaries.~~

Proposed Development Features

- h. ~~Layout of internal roads indicating proposed road names, right of way widths, and connections to adjoining platted roads, and also the widths and location of alleys, easements, and pedestrian ways.~~
- i. ~~Layout, numbers, and dimensions of single family lots/units, including building setback lines.~~
- j. ~~Layout of proposed multiple family dwellings, including setbacks, buildings, drives, parking spaces, pedestrian ways, and landscaping.~~
- k. ~~Location and function of both developed and undeveloped open spaces, as well as the layout of facilities to be included on developed open spaces.~~
- l. ~~Depiction of major wooded areas and description of means to be employed to preserve them.~~
- m. ~~An indication of ownership, and existing and proposed use of any parcels identified as "excepted."~~
- n. ~~An indication of the proposed sewage, water supply, and storm drainage system. If county drains are involved, the proposed drainage shall be acceptable to the Livingston County Drain Commissioner.~~
- o. ~~Conceptual site grading and conceptual landscaping plans.~~
- p. ~~Depiction of proposed development phases.~~



- q. ~~Architectural renderings of typical structures and landscape improvements, in detail sufficient to depict the basic architectural intent of the improvements.~~

Tabulations

- r. ~~Total site acreage and percent of total project in various uses, including developed and undeveloped open space.~~
- s. ~~Total site density of single family and multiple family dwellings and percent of ground area covered by structures other than detached single family dwelling units.~~
- t. ~~Acreage and number of single family lots, multiple family dwellings (including number of bedrooms) to be included in development phases.~~
3. ~~Planning Commission accepts the submittal and refers the appropriate portions to the Township Attorney, Engineer, Planner, and appropriate county agencies for review and recommendation.~~
4. ~~The Planning Commission reviews the preliminary planned unit development submittal as well as the comments from the Township Attorney, Engineer, Planner, and appropriate state and county agencies. After its review, the Planning Commission shall determine that the stated purpose of the Planned Unit Development Ordinance and the specific conditions of Section 13.02 C exists and the requirements of Section 13.03 and 13.04 A have been met and shall submit a written report with their recommendation to approve, deny, or approve with modifications to the Township Board.~~
5. ~~The Township Board, upon receiving a recommendation from the Planning Commission and upon reviewing the planned unit development submittal shall by resolution approve, approve with conditions, or deny the planned unit development submittal.~~
6. ~~A final planned unit development submittal for some portion of the planned unit development must be submitted within twenty four (24) months following approval of the preliminary planned unit development. If no final planned unit development submittal is accepted within that period, approval of the preliminary planned unit development is automatically rescinded and the underlying zoning will take effect. However, the Township Board, upon written application by the developer, may extend the designation for~~



~~successive two (2) year periods; except that no more than two such twenty-four (24) month extensions may be granted.~~

C. — Final Planned Unit Development Submittal

~~The final planned unit development submittal for all or a portion of the total planned unit development is reviewed by the Planning Commission and acted upon by the Township Board to assure substantial compliance with the preliminary planned unit development submittal.~~

~~1. — The final planned unit development submittal must be prepared as one of the following:~~

~~a. — Subdivision Plat as Defined by the Subdivision Control Act~~

~~The final planned unit development submittal must be prepared in the form of a preliminary plat in detail sufficient to be granted tentative preliminary plat approval in conformance with the state of Michigan Subdivision Control Act, the Marion Township Subdivision Ordinance, and the conditions established in the preliminary planned unit development submittal and planned unit development agreement.~~

~~Construction of the initial phase of the planned unit development shall be completed within two (2) years following final preliminary plat or condominium plan approval by the Township Board. This limit may be extended for a reasonable period to be determined by the Township Board, upon written application by the developer for cause shown. If, however, this time limit is not met and an extension is not granted, the planned unit development agreement is automatically rescinded.~~

~~b. — Condominium Plan as Defined by the Condominium Act~~

~~The final planned unit development submittal must be prepared in the form of a condominium plan pursuant to the requirements of the Condominium Act in detail sufficient to be granted approval in conformance with the condominium provisions of this Ordinance and the conditions established in the preliminary planned unit development submittal and planned unit development agreement.~~

~~2. — The developer prepares a planned unit development agreement which is reviewed by the Township Attorney, Planner, and Engineer. The planned unit development agreement shall contain the following:~~



- a. ~~Legal description of the total site.~~
- b. ~~Statement of developer's interest in the land proposed for development.~~
- c. ~~Statement regarding the manner in which open space is to be maintained.~~
- d. ~~Statement regarding the developer's intentions regarding sale and/or lease of all or portions of the planned unit development, including land areas, units, and recreational facilities.~~
- e. ~~Statement of covenants, grants of easements (including easements for public utilities), and other restrictions to be imposed upon the uses of the land and structures.~~
- f. ~~Statement of required modifications (variances) to the regulations which are otherwise applicable to the site.~~
- g. ~~Schedule indicating the time within which applications for final approval of each phase of the planned unit development are intended to be filed.~~

3. ~~The following minimum information must be provided by the developer at the time of filing of a final planned unit development submittal for all or a portion (phase) of a planned unit development:~~

- a. ~~Detailed grading plan.~~
- b. ~~Detailed landscaping plan.~~
- c. ~~Detailed utilities layout.~~

Tabulations showing

- d. ~~Total phase acreage and percent of total planned unit development.~~
- e. ~~Acreage and percent of portion of phase and total planned unit development occupied by single-family, multiple-family, and developed and undeveloped open space.~~
- f. ~~Total phase density and percent of total planned unit development.~~



- ~~g. — Number of bedrooms per multiple-family dwelling unit by type (i.e., efficiency, one-bedroom).~~
- ~~h. — Percent of ground area covered by structures other than detached single-family dwelling units.~~

Supporting materials

- ~~i. — Legal description of the total phase, each use area, and dedicated open space.~~
 - ~~j. — Copies of covenants, easements, and other restrictions to be imposed.~~
 - ~~k. — Proposed dates of construction start and completion of phase.~~
- ~~4. — The final planned unit development submittal shall not:~~
- ~~a. — Vary the proposed gross residential density or intensity of use in any portion of the planned unit development by more than ten (10) percent; or~~
 - ~~b. — Involve a reduction of the area set aside for common space; or~~
 - ~~c. — Increase by more than ten (10) percent the floor area proposed for nonresidential use; or~~
 - ~~d. — Increase by more than five (5) percent the total ground area covered by buildings.~~
- ~~5. — The final planned unit development submittal shall be processed in accordance with the following procedures:~~
- ~~a. — The applicant shall provide twenty (20) copies of the final planned unit development submittal to the Zoning Administrator at least fourteen (14) days before the meeting at which the submittal will be presented. The Zoning Administrator shall review the submittal to determine that all the required information has been provided. Upon finding that the submittal is complete, the Zoning Administrator shall place the final submittal on the Planning Commission's agenda.~~



- b. ~~The Planning Commission accepts plan and refers the appropriate portions of the submittal to the Township Attorney, Engineer, Planner as well as the appropriate state and county agencies for review and recommendation.~~
 - e. ~~The Planning Commission reviews the final planned unit development submittal to assure conformance with the approved preliminary planned unit development submittal and planned unit development agreement. Within thirty (30) days following receipt of the final planned unit development submittal, the Planning Commission shall approve or require modifications to assure conformance, if the final planned unit development submittal deviates from the preliminary planned unit development submittal by more than the limits prescribed in this Ordinance.~~
6. ~~Before either the Planning Commission recommends final approval or the Township Board grants final approval to any planned unit development, the Planning Commission and Township Board shall, respectively, determine that:~~
- a. ~~Provisions, satisfactory to the Township Board, have been made to provide for the financing of any improvements shown on the plan for open spaces and common areas which are to be provided by the applicant, and that maintenance of such improvements is assured by a means satisfactory to the Township Board.~~
 - b. ~~The cost of installing all streets and necessary utilities has been assured by a means satisfactory to the Township Board.~~
 - e. ~~The final plan for any phase is in conformity with the overall comprehensive plan of the entire neighborhood acreage. Any changes or amendments requested shall terminate the overall planned unit development approval until such changes and/or amendments have been reviewed and approved as in the instance of the preliminary submittal.~~
 - d. ~~Proceeding with a planned unit development should only be permitted if it is mutually agreeable to the Township Board and the developer.~~

~~The Township Board shall prepare a report stating its conclusions, its decision, the basis for its decision, and any conditions imposed on an affirmative decision.~~



7. ~~Following approval of a final planned unit development submittal by the Township Board, the developer begins processing the plat through the Township Board in conformance with the Subdivision Control Act and the Marion Township Subdivision Ordinance or the condominium plan through the Planning Commission and Township Board in conformance with the Condominium Act and condominium provisions of this Ordinance.~~
-

Township Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their December 22, 2020 public hearing and planning commission meeting. There were a few comments from Commissioners during the discussion period noted in the meeting minutes regarding these new provisions.

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate. These proposed changes make good planning sense as related to previous similar changes undertaken by the township in the continued development of its Township Engineering and Development Standards document, and will also help to continue to create consistency and continuity between that document and the Township Zoning Ordinance.

LIVINGSTON COUNTY PLANNING COMMISSION MEETING MINUTES

January 20, 2021

6:30 p.m.

- Virtual Meeting Held in Accordance with Public Act 228 of 2020 -

Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

PLANNING COMMISSION		
COMMISSIONERS PRESENT:	BRIAN PROKUDA JEANNE CLUM (6:40 ARRIVAL) MATT IKLE LAURA ABRAMSON	BILL ANDERSON DENNIS BOWDOIN BILL CALL
COMMISSIONERS ABSENT:		
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB	
OTHERS PRESENT:	ROBERT HANVEY, MARION TOWNSHIP SUPERVISOR	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Chair Prokuda at 6:30 PM.

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **ROLL AND INTRODUCTION OF GUESTS:** Roll call by Principal Planner Stanford indicated the presence of a quorum. There were no members of the public acknowledged in the audience at this time. Mr. Robert Hanvey, Marion Township Supervisor joined the meeting at 6:45 PM.

Present:		
Prokuda	[X]	Location: Deerfield Township
Ikle	[X]	Location: Genoa Township
Anderson	[X]	Location: Howell Township
Bowdoin	[X]	Location: Conway Township
Abramson	[X]	Location: Hamburg Township
Call	[X]	Location: Handy Township
Absent:		Commissioner Clum (Howell Township) joined meeting at 6:40 PM

4. APPROVAL OF AGENDA

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA, AS PRESENTED, DATED JANUARY 20, 2021, SECONDED BY COMMISSIONER CALL.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Bowdoin [X] Abramson [X] Call [X] Anderson [X]

Nay: None.

Absent: Clum

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO APPROVE THE MINUTES, DATED DECEMBER 16, 2020, SECONDED BY COMMISSIONER ANDERSON.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: None.

Absent: Clum

6. CALL TO THE PUBLIC: No responses from the public.

7. ZONING REVIEWS:

A. **Z-01-21 MARION TOWNSHIP. ZONING ORDINANCE AMENDMENT, ARTICLE XIII PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT. SECTION 13.04 PROCEDURE FOR REVIEW AND APPROVAL.**

The Township wants to remove the current Section 13-04 from the Township Zoning Ordinance and place it into their new Township Engineering Development Standards document. This Section contains more of the nuts and bolts processes and requirements of the township's PUD process.

With the removal of said provisions above, the Township also wishes to add a new Section 13.04 to the Zoning Ordinance, which only provides determining factors for either minor or major changes to an approved PUD.

The Township believes making these changes will allow more flexibility to everyone involved in the PUD planning and development process.

Township Planning Commission Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their December 22, 2020 public hearing and planning commission meeting. There were a few comments from Commissioners during the discussion period noted in the meeting minutes regarding these new provisions.

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate. These proposed changes make good planning sense as related to previous similar changes undertaken by the township in the continued development of its Township Engineering and Development Standards document, and will also help to continue to create consistency and continuity between that document and the Township Zoning Ordinance.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER CALL.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

**B. Z-02-21 PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT,
ARTICLE II TERMINOLGY, SECTION 340-7 DEFINITIONS.**

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the definition of lot coverage to eliminate decks as part of the calculated maximum lot coverage.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed amendment clarifies lot coverage definitions for the Township Zoning Ordinance.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.

**C. Z-03-21: PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT,
ARTICLE III GENERAL PROVISIONS, SECTION 340-19 F, HEIGHT OF ACCESSORY
STRUCTURES.**

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the height of accessory structures based on zoning district and size of the lot.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed changes will align the Lakes Residential area height regulations with other zoning districts that are similar in character.

Commission Discussion: Commissioner Prokuda made mention that normally in lake districts, communities try to keep the height of structures low. Principal Planner Barb stated that this amendment was initiated by the township to make sure the current character in the lakes districts is preserved.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER IKLE.

Motion passed: 7-0

**Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.**

**D. Z-04-21 PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT,
ARTICLE III GENERAL PROVISIONS, SECTION 340-39 MECHANICAL EQUIPMENT.**

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by creating a new subsection in Article III addressing Generators and HVAC Units.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed changes are adequate for the Township, but staff recommends including language regarding Livingston County mechanical inspections that include some of the items mentioned in this amendment.

Commission Discussion: Commissioner Prokuda mentioned that he was glad to see a time frame for operating generators was established, according to times manufacturers recommend exercising the generators.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 7-0

**Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]
Nay: None.**

**E. Z-05-21: PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT,
ARTICLE VI SINGLE FAMILY RESIDENTIAL DISTRICTS, SECTION 340-56, TABLE 11
SER-SINGLE FAMILY DISTRICT REGULATIONS.**

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the height of rooflines in the Lakes Residential District.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed change is appropriate for the Lakes Residential District and the Ordinance.

Commission Discussion: Commissioner Ikle inquired whether the township is saying that in lakes districts you can't have 3 stories, because they consider a walk-out a story. He stated that due to the small size of lots on lakes, you can only build up a structure to get square footage. Principal Planner Barb stated the reason for the amendment was so that the lakes districts are better aligned.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 6-1

Yea: Prokuda [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: Ikle [X].

F. Z-06-21: PUTNAM TOWNSHIP, ZONING ORDINANCE AMENDMENT. ARTICLE X COMMERCIAL AND INDUSTRIAL DISTRICTS. SECTION 340-85 TABLE 32. TABLE OF USES FOR COMMERCIAL AND INDUSTRIAL DISTRICTS.

The Putnam Township Planning Commission is proposing to amend the Township Ordinance by modifying the uses allowed in the C2 General Business District.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed changes from the public at the December 9th, 2020 public hearing on the amendments.

Staff Recommendation: Approval. The proposed amendment is reasonable and appropriate.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: None.

8. OLD BUSINESS: None.

9. NEW BUSINESS: None.

10. REPORTS:

A. TREND ANALYSIS OF 2020 CASES. Director Kline-Hudson reviewed the number of rezoning, text, master plan and P.A. 116 amendments that were reviewed by the Livingston County Planning Commission in 2020. The total is very comparable to past years with nearly equal rezoning and text amendments.

B. UPCOMING 2021 PLANNING COMMISSION VISITS: Ocoola Township Board of Trustees on February 2 and Hamburg Township Joint meeting of Trustees, Planning Commission and ZBA on February 24, 2021. Director Kline-Hudson asked if Planning Commissioners would email her if they can attend either of these remote meetings.

C. BROWN BAG LUNCH WILL BE HELD IN FEBRUARY 2021. Kline-Hudson stated that the date and topic are to be determined.

D. MEDC/CARES ACT GRANT UPDATES. Director Kline-Hudson stated that administration of this grant has been very rewarding because thus far Livingston County has been able to reimburse a total of \$67,615 to two local non-profits, and five townships for COVID-19 related expenses.

11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:

12. ADJOURNMENT:

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO
ADJOURN THE MEETING AT 7:05 P.M., SECONDED BY COMMISSIONER CALL.**

Motion passed: 7-0

Yea: Prokuda [X] Ikle [X] Clum [X] Anderson [X] Bowdoin [X] Abramson [X] Call [X]

Nay: None.