

**MARION TOWNSHIP
PLANNING COMMISSION
JUNE 25, 2024 / 7:30PM**

PC MEMBERS PRESENT: **LARRY GRUNN – CHAIRPERSON**
 JIM ANDERSON – VICE-CHAIRPERSON
 CHERYL RANGE – SECRETARY
 BOB HANVEY

PC MEMBERS ABSENT: **BRUCE POWELSON**

OTHERS PRESENT: **DAVID HAMANN – MARION TWP. ZONING ADMINISTRATOR**
 ZACH MICHELS – TOWNSHIP PLANNER

CALL TO ORDER

Larry Grunn called the meeting to order at 7:30 pm.

APPROVAL OF AGENDA

Bob Hanvey removed item #1 under new business from the agenda.

Jim Anderson requested to add “The States new law regarding Solar Ordinances” to the agenda.

Jim Anderson made a motion to approve the June 25, 2024 agenda as amended. Cheryl Range seconded. **4-0**

MOTION CARRIED

APPROVAL OF MINUTES

Jim Anderson made an amendment to the May 28, 2024 meeting minutes, under “New Business; Engineer Attending Planning Commission Meetings”. Jim was suggesting that the Township Engineer only attend Planning Commission meetings when there is a new site plan to review, so the Engineer can provide comment and feedback.

Jim Anderson made a motion to approve the May 28, 2024 Planning Commission minutes as amended. Cheryl Range seconded. **4-0 MOTION CARRIED**

CALL TO PUBLIC FOR COMMENT

Les Andersen resides at 4500 Jewell Road. Les shared information regarding a Township Enforcement Officer.

NEW BUSINESS

DISCUSS TWO MINOR CHANGES TO 17.32

This item was removed from the agenda.

NEW BUSINESS

DISCUSS 9.01B3 vs 17.04AD3

Zach Michels explained that there is conflicting information within these two ordinances. In the Highway Service district Automobile business can sell vehicles but cannot repair vehicles. However, in our General Ordinance, fixing vehicles is a special use permit. Does the Planning Commission want to allow applicants to sell and repair vehicles?

Zach also stated that we could require the applicant to provide a copy of their license from the State if they are selling cars.

Commissioners decided to remove section D3 from the Performance Standards and change the language to allow vehicle sales and repair.

DRAFT

Zach stated that we also need to update our language regarding Family/Group daycare restrictions so we could have a Public Hearing for both changes at the same meeting.

The Commissioners decided to address language/ordinance changes as they are presented, instead of only doing it once-twice a year.

Cheryl Range made a motion to combine the language changes for Automobile Business' and Family/Group daycare and set a public hearing for July 30, 2024 at 7:30pm. Larry Grunn seconded. **4-0 MOTION CARRIED**

NEW BUSINESS

ENFORCEMENT OFFICE JOB DESCRIPTION

Larry Grunn would like to see examples of demand letters and show cause hearings from other jurisdictions.

The Commissioners reviewed the information on Enforcement Officers, from other Livingston County Jurisdictions.

Les Andersen resides at 4500 Jewell Road. Les stated that an Enforcement Officer could handle the complaints submitted by residents along with investigating other issues he encounters when driving around.

Zach Michels explained that there are a number of ways the Township could set things up, to help re-coop some of the costs incurred by investigating complaints.

Jim Anderson stated that the Board of Trustees needs to make a decision on how the Township is going to handle enforcement. The Board has not even decided whether or not they are going to hire an Enforcement Officer.

Les Anderson made a comment about an issue on Pingree Road regarding a business operating in a residential area.

Cheryl Range shared a job description for an Enforcement Officer in Pennsylvania.

Bob Hanvey agrees with Jim Anderson and does not think that the Planning Commission should be putting together a job description for an enforcement officer, until the Board of Trustees determines how they want to handle enforcement going forward.

Jim Anderson made a motion to send MTA's Enforcement Officer ordinance sample to the Board of Trustees. Bob Hanvey seconded.

ROLL CALL: RANGE NO; GRUNN NO; HANVEY YES; ANDERSON YES. 2-2 TIE VOTE = MOTION FAILED

Cheryl Range made a motion to send MTA's Enforcement Officer ordinance sample, Hartland's Enforcement Officer job description and the Enforcement Officer job description from Pennsylvania to the Board of Trustees, as the Planning Commission's recommendation. Larry Grunn seconded.

ROLL CALL: RANGE YES; GRUNN YES; HANVEY YES; ANDERSON YES. 4-0 MOTION CARRIED

Cheryl Range made a motion to extend the meeting past 9:30pm. Jim Anderson seconded. **4-0 MOTION CARRIED**

UNFINISHED BUSINESS

CONTINUE DISCUSSION ON SIGNS txt# 01-24

Zach Michels put all of the definitions for signs in the same spot in our ordinance.

The Planning Commission made the following changes to the Sign Ordinance:

-PAGE 2 Under "Multiple Tennant sign: A sign that identifies **three (3)** or more tenants on a site."

DRAFT

- PAGE 2 Under “Permanent sign: Any sign that is displayed or intended to be displayed for an extended period of time or more that **forty-five (45) days.**” (But allow flexibility for real estate signs.)
- PAGE 3 Add definition for Public Notice sign.
- PAGE 3 The section under “Intent & Purpose” should be bullet points.
- PAGE 7 Polish up the language under “portable signs”.
- PAGE 7 “Signs or Not Requiring a Permit”: Add “address signs are not considered signs.”
- PAGE 8 No permits required for garage sale signs.
- PAGE 8 Remove “Historical sign” definition.
- PAGE 8 Include more information on “Integral signs”.
- PAGE 8 Remove “Parking Lot sign” definition.
- PAGE 8 Under “Public signs” allow event-based signs.
- PAGE 8 Under “Real Estate signs” add “if real estate sign is out more then 45-days, must request a permit.”
- PAGE 8 Remove “Regulatory sign” definition.
- PAGE 8 Include more information on “Rental signs”.
- PAGE 9 Bring back more language on “Political signs”.

Zach Michels asked the Commissioners to send him pictures of any signs they see, that they like or dislike.

UNFINISHED BUSINESS NEW INFORMATION LOTS

Jim Anderson made a motion to table discussion on this item until the July 30, 2024 Planning Commission meeting. Cheryl Range seconded. **MOTION CARRIED 4-0**

SPECIAL ORDERS FEE STRUCTURE AND ESCROW DISCUSSION

Jim Anderson made a motion to table discussion on this item until the July 30, 2024 Planning Commission meeting. Cheryl Range seconded. **MOTION CARRIED 4-0**

ANNOUNCEMENTS

Jim Anderson discussed the Township’s Solar ordinance and wants Commissioners to take another look to ensure that it is compliant with the new State law.

Zach Michels will bring more language on this topic, to review at the next Planning Commission meeting.

CALL TO PUBLIC FOR COMMENT

Les Andersen resides at 4500 Jewell Road. Les stated that he thinks the Township should allow anonymous complaints.

ADJOURNMENT:

Jim Anderson made a motion to adjourn the Planning Commission meeting at 10:32pm. Cheryl Range seconded. **4-0
MOTION CARRIED**

MINUTES TAKEN BY: Jessica S. Timberlake