



Conway Township Planning Commission Meeting Minutes
 Monday, February 12, 2024 | 7:00pm EST
 Conway Township Hall | 8015 N. Fowlerville Road, Fowlerville, MI 48836

Agenda	Items Discussed	Actions to be Taken
Attendees	PC Members Present: George Pushies - Ex-Officio, Shawn Morrison, Sarah Porter, Mike Brown- Vice Chair, Mike Stock, Lucas Curd- Chair, and Kayla Poissant-Secretary Zoning Administrator – Becky Dockery Livingston County Planning Commissioner: Dennis Bowdoin Township Attorney (Both Absent): Abby Cooper, JD, Michael D. Homier	None
Call to Order/Pledge	Chair, L. Curd called the Conway Township Planning Commission meeting to order at 7:00pm and led the Pledge of Allegiance.	None
Approval of Agenda	Motion to accept the meeting agenda as amended for February 12, 2024. Motion by M. Brown. Support L. Curd. Motion Approved.	Motion Approved
Approval of January 2024 Minutes	Motion to accept meeting minutes from January 8, 2024. Motion by S. Morrison. Support by M. Brown. Motion Approved.	Motion Approved
Call to the Public	Steve Smith- Robb Rd.- He congratulated S. Porter for being selected for the Planning Commission. He also stated that he is concerned about the general height of the wind turbines mentioning farmers using planes for crop dusting purposes. He stated that this particular issue may not be thought about, and he is interested to hear what Rick Swanson, from the Building Department, has to say on the cargo containers ordinance. He also mentioned that he was traveling on his tractor and was barely able to see a cargo container hidden behind some trees.	None
Communications	<i>a. Zoning Administrator Report:</i> B. Dockery stated that there were two Land Use Permits last month, one for a house, one for a reroof.	None

	<p><i>b. Livingston County Planning Commission Report:</i> D. Bowdoin stated that the LCPC will be looking at the Wind Ordinance this month.</p>	None
<p>Old Business</p>	<p><i>a. Cargo Container discussion with Rick Swanson – Livingston County Building Department</i></p> <p>R. Swanson discussed with the PC that when he was originally contacted about cargo containers, it was a phone conversation with a representative, and did not intend for what was stated to become part of an ordinance. He clarified that his comments via that call was his comments about the situation, nothing more. He stated the Building Department, is concerned about the placement on the property, and that the Building Department does consider them regulated because the containers are repurposed from their original use. He stated that once the container is over 200 sq ft, they would regulate the placement of the container, and support beneath it, and anchors. For codes/regulations, they would use the Michigan Residential Code for enforcement, and he stated that containers at this time do not have any codes relating to making it a livable space. He stated that the containers are in the Michigan Commercial Code, but not in the Residential Code as of yet. He discussed the possible foundations of concrete or gravel base, and the anchors for them are part of that foundation. When discussing the electrical portion of the ordinance, R. Swanson mentioned using surface mount conduits, and he said as long as the homeowner had a permit and it was inspected, there should be no issues. He also stated that referencing state building and electrical codes would be useful in the ordinance. He stated that the Commercial code goes over mostly foundation, and the modification of the structures. He clarified that containers under 200 sq ft are not regulated in the county. The number of containers per each property was discussed, as well as commercial usage/purposes and the enforceability of the ordinance itself. R. Swanson discussed how Assessors and the Building Department look at the containers differently, taxation vs. safety. As for the anchors, he said they would generally have two tie-downs at</p>	

	<p>opposite corners of the containers 200 sq ft or over. Discussion continued.</p> <p><i>b. Cargo Container – Ordinance 2023-05</i> Discussion continued. M. Stock brought up the enforcement issue, as well as the possible blight that could come of it. G. Pushies said he sees both sides of the possible usage of them. M. Brown brought up putting a maximum number and size to help control the blight issue. It was brought up that the Township allowed Accessory Buildings to be built before the principal building to allow homeowners to store their belongs as they were building, as well as the Township is a complaint-based Township. It was discussed that there are two cargo containers next to the VFW hall in downtown Fowlerville. S. Morrison discussed and showed two cargo containers with truces on top of them, showing another use for them. The visibility of the containers was discussed, as well as the placement/location. The process for the ordinance in general was discussed due to it being sent back to the PC from the Township Board. One suggestion from another Township, Big Rapids Township, brought up by S. Porter was...</p> <p>1-5 acres- 1 container up to 20 ft long 5-10 acres- 2 containers up to 40 ft each 10+ acres- 4 containers up to 40 ft each</p> <p>S. Porter discussed her research from other Townships regarding the containers. It was also discussed how to simplify and clarify the ordinance. “Grandfathered” containers were discussed. The PC discussed having each member come back with clear points to finish discussing next meeting. The new Accessory Building ordinance that was recently passed was discussed.</p> <p>Motion to table discussion regarding the cargo containers until next month’s meeting with Attorney Abby Cooper. Motion by M. Brown. Support by M. Stock. Motion Approved.</p> <p><i>c. Update on Wind Ordinance – Submitted to LCPC</i> The Wind Ordinance was sent to the LCPC, and they will be reviewing it this month at their next meeting.</p>	<p>Motion Approved</p>
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	<p><i>d. Planner Update</i></p> <p>L. Curd stated that Rowe Professional Services got in touch with him, and they should have a price and a quote to them by next month for the open Planner Position.</p>	
<p>New Business</p>	<p><i>a. Addressing the Master Plan</i></p> <p>It was discussed that the Census, the solar/wind ordinances, and the commercial districts need to be completed soon, and then work on the rest of the Master Plan. It was discussed to get as much information for the above topics and start putting it together. The current commercial nodes were discussed and their locations.</p> <p><i>b. Survey of Conway Township Citizens – What questions should be included in the citizens survey.</i></p> <p>The Commission discussed the survey questions that will be included with the Master Plan. It was discussed about the open public meeting to get input from the residents on their concerns in addition to the survey questions.</p> <p>Motion to review and find an approach to the Master Plan at next month’s meeting. Motion by S. Porter Support by G. Pushies. Motion Approved.</p> <p><i>c. Update Planning Commission Bylaws</i></p> <p>K. Poissant brought up the Secretary’s section of the Bylaws stating that there needed to be clarification to that position. Other sections of Bylaws were discussed including records keeping, attendance records, etc. The Township’s record keeping policy was discussed. The PC Training Policy was discussed to be added into the Bylaws, as well as what classes and trainings are appropriate to be included in the trainings. It was discussed who would make the final decision on what trainings, classes, or webinars are appropriate to takes. G. Pushies asked whether anyone on the PC received any list of approved classes/webinars or guidance on the topic, and the entire Commission replied no. The MTA login information was discussed. It was decided to review the Bylaws more in depth and come back to review it next month. L. Curd made a suggestion that the PC trainings could span</p>	<p>Motion Approved</p>

	over two years so that if a class is over the 6 hours, it could then be use towards the following year's training requirements. Spelling errors and deleted sections were discussed, and past versions and why they were listed was discussed.	
Commission Discussion	<p>S. Porter brought up why the PC is including the Township Attorney's on their emails. She stated that this could be a financial issue, and should look into this. It was discussed that the PC Chair, PC Secretary, Township Supervisor, and Township Clerk were the ones to contact the attorneys. She would like to see the attorneys used as needed and simplify the process.</p> <p>It was discussed that if there is a quorum of PC members at the Township meeting if official minutes needed to be taken.</p> <p>S. Porter also brought up sending a PC Member to the LCPC meetings when there are Conway PC topics on the LCPC agenda. It was discussed that it could be a rotation or volunteer based, and that it should be compensated.</p> <p>D. Bowdoin stated that another Township has a representative at the LCPC meetings every month, and takes detailed notes back to their Township to discuss.</p>	None
Last Call to the Public	Steve Smith- Robb Rd.- He asked about the webinar discussed at the last month's meeting and would like to discuss what was said in that webinar next meeting. He also mentioned that the Township should work towards lowering the costs as much as possible for their residents. He said he would talk about this topic at another meeting.	None
Adjournment	Motion to adjourn at 9:13pm. Motion by G. Pushies. Support by M. Brown. Motion Approved.	Motion Approved

Respectfully Submitted:

Approved:

Kayla Poissant

Kayla Poissant,
PC Secretary

Lucas Curd,
PC Chair