

# Conway Township Planning Commission Meeting Minutes

January 14, 2019

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

| Agenda                                  | Items Discussed   | Actions to be Taken  |
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| <b>Attendees</b>                        | <ul style="list-style-type: none"> <li>• Public: Herm and Shirley Yost, Bob Carusi, Dennis Bowdoin, Kaila Jenkins</li> <li>• Township Board Members: Larry Parsons, Trustee present</li> <li>• Planning Commission Members present: George Pushies, Londa Horton, Mike Stock, Chuck Skwirsk, Keith Wasilenski, Caleb Jenkins.</li> <li>• Planning Commission Members absent: -0-</li> <li>• Zoning Administrator, Todd Thomas, present</li> </ul>   |  |
| <b>Call to Order and Pledge to Flag</b> | <p>Planning Commissioner, Londa Horton, called the Conway Township Planning Commission meeting to order at 7:00pm. Mike Stock led in the Pledge of Allegiance. Londa called roll call. All present.</p> <p>The next meeting is February 11, 2019 at 7:00pm.</p>   |  |
| <b>Minutes from last meeting</b>        | Larry Parsons moved to approve the minutes of the December 10, 2018 meeting, second by Chuck Skwirsk. All in favor. Motion passed.  |  |
| <b>Communications</b>                   | <ul style="list-style-type: none"> <li>• Introduction of new members to the Planning Commission; Caleb Jenkins has lived in Conway township his entire life. He works for the State Legislature. Keith Wasilenski has lived in this township for 14 years. He is a tax accountant for a medical device company.</li> <li>• <i>Planning and Zoning Essentials Workshop</i> – Londa Horton requested permission to attend the March 13 workshop in Frankenmuth.</li> <li>• New members want access to MTA and other Planning online resources.</li> </ul> | <b>Larry Parsons to inform Board of need to secure access to MTA and other Planning resources for new members Keith and Caleb. They also need a book of current Zoning Ordinances.</b> |
| <b>Call to the Public</b>               | -0-   |  |
| <b>Old Business</b>                     | <p>It has been proposed to make all changes to zoning ordinances at the same time. Below are items to address:</p> <ul style="list-style-type: none"> <li>• Finalizing the Master Plan – pictures and cemetery plan still incomplete. We had proposed to link out to the plan. Chris Atkins our Master Planner contractor was charged with pursuing this February 2018.</li> </ul>  | <b>Mike Stock to contact Chris Atkins regarding progress of Cemetery Plan regarding stats.</b>   |

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|  | <ul style="list-style-type: none"> <li>• Section 14.05 – site plan reviews in commercial district, 10.06D, 11.06- moving some things from 10.06D to 11.06. Per Attorney Abby Cooper, “I believe the zoning ordinance should be amended to be completely clear that any permitted use in the Commercial District requires a site plan review. Compare section 10.06D for the Commercial district to Section 11.06 for permitted uses in the Industrial district. The working in 11.06 is very explicit that a site plan review is required in all cases, whereas Section 10.06D is more implicit in the mere reference, without more, to Article 14.”               <ul style="list-style-type: none"> <li>○ George Pushies recommended we combine i, iv and vi into one item. Londa commented that Abby Cooper could better speak to this issue.</li> <li>○ Todd Thomas wants the Site Plans submitted to the Zoning Administrator. This verbiage would need to be added. He also would like three sets of blueprints submitted versus the two that are currently required.</li> </ul> </li> <li>• 3.03c2b – submission for regular land use permit, the building department needs two copies and Todd Thomas wants one for himself. Therefore, the verbiage regarding the number of copies submitted by the applicant would need to be changed.</li> <li>• Article 17 for signs – content-based signs. Per Abby, “The Supreme Court case of <i>Reed v Town of Gilbert</i>, 135 S Ct 2218 (2105) calls into questions certain ‘content based’ sign ordinance provisions commonly used around the country and in Conway’s ZO. We were hoping for some further guidance from the MTA.”</li> <li>• “If the Township Board wants to opt out of allowing marijuana establishments under the new law, then this should be a general law ordinance and would not involve the Planning Commission. If the Board wants to allow these establishments this would likely be done through zoning and would then involve the Planning Commission,” per Abby Cooper. The Township Board may take action tomorrow night, commented Larry Parsons.</li> <li>• The issue of RTFA/animal units per acre dealing with GAMPS and the Right to Farm, is also an issue to investigate further. Abby Cooper to do more research on this issue. (7302 opinion, March 28, 2018 – Attorney General review.)               <ul style="list-style-type: none"> <li>○ George Pushies recommended we research GAMPS and Right to Farm Act prior to contacting Abby Cooper.</li> </ul> </li> <li>• Mike Stock – Section 14 look at this as a process we went through with our latest commercial zoning application. Hamburg township does this well in a step-by-step process. We need a defined process. A fee schedule is included in the Hamburg township and a step-by-step process.               <ul style="list-style-type: none"> <li>○ Todd Thomas asked, “What professionals review the</li> </ul> </li> </ul> | <p><b>Londa Horton to send out GAMPS and Right to Farm Act research – all members come prepared to next meeting.</b></p> <p><b>Mike Stock to bring copies of the Hamburg process for site plan review to the next meeting.</b></p> |
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|                     | <p style="text-align: center;">application, an engineer, electrician, etc.? The new solar panel section being installed on a residential home rooftop is a current example. Who is reviewing what?"</p> <ul style="list-style-type: none"> <li>• 6.26 and E and F – solar panels for residential needs looking per Todd Thomas.</li> </ul>   |   |
| <b>New Business</b> | <p>Election of Planning Commission Officers for 2019</p> <ul style="list-style-type: none"> <li>• George Pushies moved to elect Mike Stock Chairperson, Chuck Skwirsk second. All in favor. Motion passed.</li> <li>• Chuck Skwirsk nominated George Pushies for Vice Chair, second by Larry Parsons. All in Favor. Motion passed.</li> <li>• George Pushies nominated Londa Horton for Secretary, second by Chuck Skwirsk. All in favor, Motion passed.</li> <li>• Annual Report – Larry Parsons moved to approve the 2018 Annual Report, second by Chuck Skwirsk. All in favor. Motion passed.</li> <li>• Review Special Use Permits – it was recommended that the Clerk or Deputy Clerk or Office Secretary make a phone call to validate list of residents with Special Use Permits. Larry Parsons to bring to Board’s attention.               <ul style="list-style-type: none"> <li>○ We need help validating these are still current: Bob Douglas, Jon &amp; Dawn Demerly, FreedomNet the internet tower on 11819 Fowlerville Rd., Cellere, Denise &amp; Dave James, Jackilyn Ives, Terilyn Noyce, Edward Thomas, Edward Kubiak, William &amp; Kimberly Kennedy, Barbara &amp; Dennis Helwig, P&amp;D Antenna Service, Martine Courant, Adam Bates, Allen Marsh, Michael &amp; Anita Hacker, Sharon Robertson, Matthew Raymond II, Daniel Kekich, Dawn Wenderski, Karen Hughes, David &amp; Robin Roddy Jr., Raymond &amp; Sheryl LaForest, Hope Fryciak, F.Watson D. Sherwood, New singular wireless AT&amp;T, Toni Bloom, Albert &amp; Ursula Sass, Dale Haight.</li> <li>○ We also need to take Cindy Dickerson off the “Waiver of Special Use Permits” list.</li> <li>○ Londa Horton recommended putting updated list on the Township website.</li> <li>○ Todd Thomas commented that we had criteria for Home Occupation I and II Special Use Permits. Home Occupation I is not a Special Use. It’s a Permitted Use. Who does approval for Home Occupation class I? This needs to be in the Ordinance. Should the Zoning Administrator make this decision? It is Zoning Ordinance 13.03i.</li> </ul> </li> </ul> | <p><b>Larry Parsons to request help validating list of current Special Use Permits.</b></p> |

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|                              | <p>Zoning Administrator report - three land use permits have been issued this month and a Special Use permit is coming up for a ground mounted solar system. We need to schedule a Public Hearing in February if application is deemed complete.</p> <p>Mike Stock asked for volunteers for the Zoning Board of Appeals. Mike is the current Chairman. There has been no meeting since 2016. Gary Klein is the other member. We need another member. We have only had one ZBA in last three years. It is composed of three members with two alternates.</p> <ul style="list-style-type: none"> <li>• Todd Thomas mentioned that Cindy Dickerson needs a letter of resignation from the ZBA. We need someone to take Cindy's place.</li> <li>• Chuck Skwirsk volunteered to take a position.</li> <li>• Mike Stock will stay, but doesn't want to be Chairperson.</li> </ul> | <p><b>Larry Parsons to take to Board that Chuck Skwirsk would volunteer to be on ZBA.</b></p>   |
| <b>Update from the Board</b> | Larry Parsons gave an update from the Township Board.   |   |
| <b>Call to public</b>        | <p>Dennis Bowdoin commented that Liz Whitt will have to publish the Public Hearing in the paper. It must be published 15 days prior to the Public Hearing per 14.05. For our review we must have the Site Plan Review 15 days before our meeting. Mike Stock will schedule the Public Hearing for March. Mike Stock to remind Liz when to publish it in the newspaper.</p> <p>There is a pole barn roughed in on Sherwood Road by Lenny Blair's old house. It looks like pole barn is in front of house.</p>  | <p><b>Mike Stock to schedule Public Hearing for March.</b></p> <p><b>Liz Whitt to publish Public Hearing in newspaper.</b></p> <p><b>Todd Thomas to check out the site of the pole barn on Sherwood Rd.</b></p> |
| <b>General Discussion</b>    | Todd Thomas received an email that the AT&T cell tower is functional.   |   |
| <b>Adjournment</b>           | George Pushies made a motion to adjourn at 8:37pm. Second by Caleb Jenkins. All in favor. Motion passed.  |   |