

\*Approved by: \_\_\_\_\_

Larry Grunn, *Chairperson*

Date: \_\_\_\_\_

**MARION TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**May 24, 2022 / 7:30PM**

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

**OTHERS PRESENT:** DAVE HAMANN – *ZONING ADMINISTRATOR*  
ALISSA STARLING – *CARLISLE WORTMAN*

**MEMBERS ABSENT:** NONE

**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF AGENDA:**

*Approval of the Regular Meeting Agenda for May 24, 2022*

Bruce Powelson motioned to approve the agenda for the May 24, 2022 Planning Commission agenda. Jim Anderson seconded. **MOTION CARRIED**

**APPROVAL OF MINUTES:**

*Approval of the Regular Meeting Minutes for April 20, 2022*

Jim Anderson motioned to approve the minutes for the April 20, 2022 Planning Commission Meeting. Cheryl Range seconded. **MOTION CARRIED**

**CALL TO THE PUBLIC:**

Jay Drick introduced himself. He is running for County Commissioner in the August 2022 election. Les Andersen inquired about Jay Drick's opinion on open space land preservation. Les asked if Livingston County had any intention on contributing any funds towards open space land preservation.

**NEW BUSINESS:**

**1) SPR# 02-21 HOWELL STORAGE EXPANSION – FINAL SITE PLAN**

Jim Abraham is the owner of Howell Storage. Jim explained that he is going to replace all of his outside storage with his portable storage units. Jim Abraham also explained that the parking lot will not be asphalted and instead they will be using aggregate. His portable units have been approved by the Fire Department and the Livingston County Drain Commission. Alissa Starling from Carlisle Wortman suggested that they the building lights be down shielded and that a photo metric should be provided. Dave Hamann stated that the photo metrics would be provided after the Board meeting. Jim Anderson asked about the setbacks and the drainage issues. Jim Abraham stated that they do meet the setbacks and the drainage issue has been capped and re-routed.

Cheryl Range made a motion to recommend approval to the Board of Trustees for SPR# 02-21 Howell Storage Expansion's final site plan with the lighting conditions recommended by Carlisle Wortman. Jim Anderson seconded. **MOTION CARRIED.**

Alissa Starling stated that they do in fact have the photo metrics and only need to see the cut-sheet for the landscaping.

## **2) SPR# 02-22 MARION D-19 LLC – FINAL SITE PLAN REVIEW**

Todd Lekander talked about his addition to the Marion D-19 gas station. He is hoping to be done by middle of September this year. Alissa Starling asked if Mr. Lekander could add the legal description to the site plan. Alissa also inquired about the lighting cut sheets and Todd explained that he provided those in the beginning for the first review. Todd Lekander also confirmed that they are well within the setbacks and have gotten approval from all outside agencies. Alissa asked Todd about the lighting in the parking lot. Todd Lekander stated that the parking lot lights are all down-shielded and not pointing at the road at all.

Cheryl Range made a motion to recommend approval to the Board of Trustees for SPR# 02-22 Marion D-19 LLC final site plan with the lighting conditions recommended by Carlisle Wortman. Larry Grunn seconded. **MOTION CARRIED.**

## **3) SPR# 03-22 MARION OAKS CLUBHOUSE – FINAL SITE PLAN REVIEW**

Sara Kunde discussed the plans for construction of the new Marion Oaks clubhouse.

John Martin resides at 446 Trestle (in Marion Oaks subdivision) and inquired about the square footage of the new clubhouse. Dave Hamann stated that this is not an architectural drawing, therefore it does not have certain details, such as square footage.

Jim Anderson inquired about the outdoor and parking lot lighting, the pool specs/details, the location of the dumpster and/or enclosure, landscaping details, the pool fencing details and the parking lot details.

Alissa Starling with Carlisle Wortman, stated that even with consent judgements, the applicant still has to follow the Township's zoning ordinances and site plan review procedures which includes, providing a site plan that contains all of the details mentioned in Carlisle Wortman's review letter.

Alissa Starling went over the review letter and outlined the following recommendations:

- A photo metric plan for the lighting in the parking lot, with spec sheets must be provided. Also, the parking lot lights (wall packs) should be down-shielded.
- The parking lot dimensions and calculations must be listed along with a parking table.
- If there is a trail plan that provides access to the adjacent recreational fields, then that plan needs to be provided to the Township.
- Additional landscaping should also be considered such as, planting 6-10 evergreens to help provide some vertical green-screening, during the winter months.
- The dumpster location and or enclosure needs to be shown on the site plan.
- All the building elevations and dimensions should be provided on the site plan.
- All pool fencing details, placement and sizing should be listed on the site plan.

Alissa told the Commissioners that if they feel there is not enough detail being shown on this site plan, then they have the authority to postpone further decision on this project until more information is provided.

Jim Anderson made a motion to postpone making a decision on SPR# 03-22 Marion Oaks Clubhouse, until the applicant re-submits an updated site plan with the mentioned conditions included. Cheryl Range seconded. **MOTION CARRIED**

Dave Hamann suggested that maybe Sara submit the architect plans along with the site plan, however he understands that the architect plans typically are not completed until the applicant gets the site plan approved.

## **4) DISCUSSION ON OPEN ITEMS AND PRIORITIZE WORK TASKS:**

### **a. MASTER PLAN**

Alissa Starling made the requested font and updates listed on the GOOGLE doc created by the Commissioners. Cheryl Range suggested not mentioning the term "ag tourism" or "Ag Business". Alissa said she would create an "Agriculture/Open Space" page. Jim Anderson suggested that Alissa look at Sio Township's Preservation PDR performance language in their Master Plan, for guidance.

Alissa stated that she would also add a paragraph about solar and renewable energy.

Alissa is going to do her best to come up with seemingly accurate census numbers for our Master Plan.

### **b. KENNELS**

Jim Anderson will send Alissa what he presented to John Enos a few months back regarding animal kennels.

### **c. SOLAR**

Alissa will have some language samples for the next Planning Commission meeting. Conway Township created some solar language about having bonds in place to protect the Township in the event that any solar equipment is abandoned. These bonds are evaluated every three years to make sure that the cost gets updated as time passes.

### **d. STORAGE CONTAINERS**

Dave Hamann stated that he has been waiting for John Enos and John Gormley to work out their differences on Storage Containers, so we can put together some language for our ordinance. Dave said he would send Alissa some of the communication between Enos and Gormley. In the meantime, Alissa stated that she would get with John Enos about the Storage Containers and ask that he follow up with Dave.

Alissa inquired about the priority of these work tasks. Jim Anderson stated that The Master Plan, Kennels and Solar are the most important. Storage Containers will have to wait for John Enos to make some progress with Gormley on this item.

### **ANNOUNCEMENTS**

Jim Anderson said that the open space survey is in the Board packet for the meeting this week. It is a one-page, two-sided document. Sandy Donovan stated that it would be \$800 for the printing and mailing of the survey. (Around 5600 copies.)

### **CALL TO THE PUBLIC**

Les Andersen spoke with a resident who is a leasing agent for solar energy. Les also asked about Moratoriums. Alissa stated that Moratoriums are OK, as long as you don't currently have any applications or any expressed interest from outside agencies. Bob Hanvey has a friend who knows about Moratoriums and will get in contact with him tomorrow.

### **ADJOURNMENT**

Jim Anderson made a motion to adjourn the Planning Commission meeting at 9:47 pm. Larry Grunn seconded. **MOTION CARRIED**