

**MARION TOWNSHIP  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
JULY 22, 2025 / 7:30PM**

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

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

**PC MEMBERS ABSENT:**        **BRUCE POWELSON**  
   **BILL FENTON**

**OTHERS PRESENT:**        **SCOTT RICHARDSON – MARION TWP. ZONING ADMINISTRATOR**  
   **ZACH MICHELS – TOWNSHIP PLANNER**

**CALL TO ORDER:**

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

**CALL TO PUBLIC:**

No comment made by the public.

**APPROVAL OF JULY 22, 2025 AGENDA:**

Jim Anderson made a motion to approve the July 22, 2025 agenda as presented. Cheryl Range seconded. **3-0 MOTION CARRIED**

**APPROVAL OF JUNE 24, 2025 MINUTES:**

Jim Anderson made a motion to approve the June 24, 2025 Planning Commission minutes as presented. Cheryl Range seconded.  
**3-0 MOTION CARRIED**

**NEW BUSINESS:**

**1) REVIEW OF LIST SUGGESTED ITEMS REGARDING LAND-USE MORATORIUM**

Scott Richardson explained that he met with John Gormley, the Township's Attorney and put together a list of items that need to be addressed regarding the land-use moratorium.

Larry Grunn and Jim Anderson were under the impression that the list of changes should already be completed and available for the Commissioners to review.

Commissioners and Richardson discussed a way to move forward, so everyone is on the same page regarding the Zoning Ordinance changes.

The Commissioners agreed on the following changes to the Zoning Ordinance:

- 1) For Special Use Permits we should follow the flowchart on the planning and zoning page of the website. Add text description of the process to the current ordinance; Possibly in section 16.02 and reference the addition in the site plan section of the ordinance.
- 2) The Development Standards need to be put back in the Zoning ordinance. The Standards can also be listed on a separate document, to keep things organized for the applicant, Township engineers and Township staff.  
(Get feedback from John Gormley on this change first.)
  - A) The traffic study requirement should also be listed in the Zoning Ordinance and we should specify who is paying for that. (Zach Michels is going to bring some language examples regarding traffic studies.)
  - B) Under section 13.02 - paragraph C, make the traffic study requirement part of the approval criteria.

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- 3) The Township's Private Road Standards should also be in the Zoning Ordinance.
- 4) Requiring approval from the State Fire Marshall for site plan reviews, should be removed from the Zoning Ordinance.
- 5) Require a boulevard in both types of developments: Condominiums and planned unit developments. (Get John Gormley's opinion on this change.)
- 6) The title "*Livingston County Road Standards*" needs to be consistent throughout our Zoning Ordinance. The actual title for these standards should be the same title referenced on our ordinance. Zach Michels said it listed in four difference spots throughout the Zoning Ordinance.

Jim Anderson asked to review the items from the Board of Trustees to make sure that we are addressing them all in these changes.

## **CORRESPONDENCE/UPDATES:**

None.

## **CALL TO PUBLIC:**

Les Andersen resides at 4500 Jewell Road. Les Andersen wanted to ensure that the Township Zoning Administrator and the Township Assessor have good communications skills so that all departments have the same information about what is going on within the community.

## **ADJOURNMENT:**

Jim Anderson made a motion to adjourn the Planning Commission meeting at 9:20pm. Cheryl Range seconded.

## **3-0 MOTION CARRIED**

**MINUTES TAKEN BY:** Jessica S. Timberlake