
HOWELL TOWNSHIP PLANNING COMMISSION
APPROVED MINUTES: JANUARY 28, 2020, 6:30 P.M.
3525 BYRON RD. HOWELL TOWNSHIP HALL, HOWELL MI 48855 (517-546-2817)

MEMBERS PRESENT:

Andrew Sloan	Chairman
Martha Haglund	Vice-Chairwoman
Wayne Williams	Secretary
Matthew Counts	Board Representative
Carolyn Henry	Commissioner
Peter Manwiller	Commissioner
Glen Miller	Commissioner

MEMBERS ABSENT:

N/A

Also in attendance: Zoning Administrator, Joe Daus & Township Planner, Paul Montagno.

Chairman Sloan called the meeting to order at 6:30 p.m. The roll was called. All rose for the Pledge of Allegiance.

APPROVAL OF AGENDA: *MOTION* by Henry, seconded by Counts, accepting a friendly amendment by Sloan, ***“TO APPROVE THE JANUARY 28, 2020 PLANNING COMMISSION AGENDA AS AMENDED: MOVE AGENDA ITEM 5: PLEDGE OF ALLEGIANCE, TO PRECEDE AFTER AGENDA ITEM 2: ROLL CALL.”*** Motion carried.

WELCOME NEW MEMBER: Welcomed new member, Glen Miller, appointed by the Board at the January 13, 2020 meeting.

ELECTION OF OFFICERS: *MOTION* by Henry, seconded by Manwiller, ***“TO RE-ELECT THE SAME INDIVIDUALS TO BE THE PLANNING COMMISSION OFFICERS: CHAIRPERSON, VICE-CHAIRPERSON, AND SECRETARY FOR THE YEAR 2020.”*** Discussion followed. Motion carried.

APPROVAL OF MINUTES: *MOTION* by Henry, seconded by Counts ***“TO APPROVE THE NOVEMBER 26, 2019 PLANNING COMMISSION MEETING MINUTES.”*** Motion carried.

CORRESPONDENCE:

- Precise Finishing, RE: Proposed Innovation Zone
- Corrigan Oil, RE: Proposed Innovation Zone

TOWNSHIP BOARD REPORT: (Township Board Representative, Matthew Counts reported the following)

- January 13, 2020 Board Synopsis.

ZONING BOARD OF APPEALS REPORT: (ZBA Vice-Chairman, Andrew Sloan reported the following)

- No meeting took place the month of December 2019.
- Discussion about the upcoming ZBA meeting, February 18, 2020. There will be an appeal from one of the ZBA members and because of this, the individual will recuse themselves during the particular hearing.

ZONING REPORT: (Howell Township Zoning Administrator, Joe Daus reported on the following)

- Prepared Monthly Permit Report.

HOWELL TOWNSHIP PARKS REPORT: (PC Vice-Chairwoman, Martha Haglund reported on the following)

- Looking into making a proposal to the Board regarding a feasibility study for the Sidewalk/Pathway Ordinances.
- Attended the Public Input Lab regarding the non-motorized pathway plan throughout Livingston County, made sure to represent Howell Township.

PUBLIC HEARING: Requesting a Special Land Use permit allowing for uses defined under “Commercial Dog Kennel” in Howell Township’s Zoning Ordinance. Requestor: Dan and Rachel Brinkman (Einstein Dog Training), Parcel ID #4706-20-100-027, File #PC-2019-15.

- ***MOTION*** by Counts, seconded by Williams, ***“TO OPEN THE PUBLIC HEARING.”*** Motion carried.

Chairperson Sloan directed the floor to Paul Montagno, Howell Township Planner, to brief over the request. Planner’s Report, dated: January 22, 2020, reviews Brinkman’s Special Land Use request, file #PC-2019-15, as well as Brinkman’s preliminary site plan for the proposed facility, file #PC-2019-16. Montagno recommended to Commissioners that reviewing the two requests (#PC-2019-15 & #PC-2019-16) at the same time after the Public Hearing regarding the Special Land Use request is worth considering before recommending anything to the Board.

- Reviewed the Special Land Use request, explained missing/outstanding items needed.

Chairperson Sloan directed the floor to the applicant, Dan Brinkman from Einstein Dog Training and Tim Zimmer from Livingston Engineering.

- Tim Zimmer went through the items addressed in the Planner’s Report dated: January 22, 2020, and elaborated on the status of these items.
- Discussion among commissioners and the applicant regarding the applicant’s existing Einstein Dog Training location in Fenton, MI. The Howell location is intended to replace the Fenton, MI location. Questions regarding the average building occupancy, client drop-off/pick-up, and the typical business day for this facility. This facility would not be used as over-night-boarding.

MOTION by Vice-Chairperson Haglund, seconded by Counts, **“TO CLOSE THE PUBLIC HEARING.”** Motion carried.

- Montagno briefed on the Engineer’s review dated: January 22, 2020, and the Fire Marshal’s review dated: January 27, 2020.
- Discussion took place between planning commissioners and Brinkman/Zimmer regarding the outstanding issues in the Engineer’s review and the Fire Marshal’s review. Items related to the proposed structure, existing structure, property layout, detailed use of the buildings and other technicalities were reviewed and discussed.
- The consensus among commissioners was to wait for the outstanding items missing on both the Special Land Use request (file #PC-2019-15) and the Site Plan review (file #PC-2019-16) to be revised and addressed accordingly, and presented before them at the next planning commission meeting before bringing a recommendation to the Board.

MOTION by Haglund, seconded by Counts, **“TO POSTPONE ACTION ON THE SPECIAL LAND USE REQUEST FOR THE PROPOSED DOG TRAINING FACILITY UNTIL THE NEXT PLANNING COMMISSION.”** Roll call was taken.

Counts – yes, Haglund – yes, Henry – yes, Williams – yes, Manwiller – yes, Sloan – yes, Miller – yes. Motion passed.

NEW BUSINESS: MOTION by Counts, seconded by Manwiller, **“TO TABLE AGENDA ITEM 14, NEW BUSINESS UNTIL THE NEXT PLANNING COMMISSION MEETING.”** Motion passed.

OLD BUSINESS: Proposed Innovation Zone District/proposed changes to the Howell Township Zoning Map.

- Commissioner’s received the most recent proposed draft (dated: January 10, 2020) weeks in advanced.
- Discussion, revisions and concerns over the proposed Innovation Zone and Zoning Map changes took place.
- Montagno thanked the planning commission for their revisions and said he will work on those revisions for further discussion on the proposed ordinance.

OTHER BUSINESS: The Township Board asked the Planning Commission to discuss the minimum, required square-footage (900 sq. ft.) for dwellings, as written in the Howell Township Zoning Ordinance, and if this square-footage amount needs to be revisited or if it should remain the same. After discussion, the overall consensus between Commissioners was that the sq. ft. should not change.

CALL TO THE PUBLIC:

- No response.

ADJOURNMENT:

- **MOTION** by Counts seconded by Williams, **“TO ADJOURN.”** Motion carried. Meeting adjourned at 9:15 P.M.

Approved: _____ X



Andrew Sloan, Chairman

As Presented: _____ X



Wayne Williams, Secretary

As Amended: _____

As Corrected: _____

Dated: 02.25.2020



Josie Modrack, Recording Secretary