

**HOWELL TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES
3525 Byron Road Howell, MI 48855
November 19, 2024
6:30 P.M.**

MEMBERS PRESENT:

Wayne Williams	Chair
Robert Spaulding	Vice Chair
Mike Newstead	Secretary
Matt Counts	Commissioner
Tim Boal	Commissioner
Chuck Frantjeskos	Commissioner

MEMBERS ABSENT:

Paul Pominville Commissioner

Also in Attendance:

Township Planner Paul Montagno, Heritage Square engineer Kevin McDevitt and Zoning Administrator Jonathan Hohenstein

Chairman Williams called the meeting to order at 6:30 pm. The roll was called. Chairman Williams requested members rise for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

Motion by Boal, **Second** by Counts, **“Modification if we could replace or basically just switch number 11 and number 12, make business items or business number 11.”** Motion carried.

APPROVAL OF THE MEETING MINUTES:

October 22, 2024

Motion by Spaulding, **Second** by Frantjeskos, **“To approve the minutes.”** Motion carried.

CALL TO THE PUBLIC:

Curtis Hamilton, 1367 Crestwood: Spoke on the Wellhead Protection District and Mugg & Bopps

Sharon Lollo, 2650 Fisher Rd: Spoke on concern of rental ADUs

Julie Mullens, 3885 Mason Rd: Spoke on Wellhead Protection and opposition of Mugg & Bopps

Jenni Johnson, 273 S. Burkhart: Spoke on Wellhead Protection and opposition of Mugg & Bopps

Shane Fagan, 30 Santa Rosa: Spoke in favor of shipping containers and rental ADUs

ZONING BOARD OF APPEALS REPORT:

None

TOWNSHIP BOARD REPORT:

Draft minutes are included in the packet. Vice Chairman Spaulding questioned time frame for installation of sound system in the board room.

ORDINANCE VIOLATION REPORT:

Report is included in the packet. No questions.

SCHEDULED PUBLIC HEARINGS:

None

BUSINESS ITEMS:

A. Old Business

1. Heritage Square, PC2024-15, Parcel #4706-32-400-013. Final Site Plan Review for PUD, Phase 1- Single Family Residential. The Board has approved the site plan with conditions, but they are still ironing out details of the development agreement. Engineering report is in the packet for review. Chairman Williams questioned if traffic studies have been completed by the County Road Commission. Heritage Square engineer Kevin McDevitt gave an update on the project. David Straub from MI Homes gave an update on time frames of development for phase one and phase two. Phase one will be 48 home sites starting in Spring 2025 and Phase two would be the second development starting in Spring 2026. Planner Montagno gave his update on the project. Commissioner Boal questioned PUD agreement/type, single family vs multi-family entities, setbacks from Burkhard Road and REUs. Discussion followed. **Motion** by Spaulding, **Second** by Newstead, **“Approval for the final site plan review for Heritage Square PC2024-15, Parcel #4706-32-400-013 contingent upon the Planner’s conditions of and this is for phase one, that the applicant must update their open space calculations that demonstrates the amount of open space that is being provided part of the proposed phase one. The draft plan should be finalized by a licensed/ registered Engineer or Architect. Number three, consider modifications to landscaping plan to improve better suited plantings surrounding detention basins and that a PUD agreement shall be completed and executed between the applicant and the Township and for the applicant to provide sheet C-11.0 also subject to the engineer letter dated November 12, 2024, the Howell Area Fire Departments review dated October 2, 2024, the Livingston County Drain Commissioners review on an email dated September 27, 2024, and finally the Road Commission review comments in their letter dated November 6, 2024.”** Motion carried.
2. Storage Container Ordinance- Planner Montagno reported on the changes of the amendment to the accessory structure portion of the ordinance to allow for storage/cargo containers to be considered an accessory structure. Commissioner Counts questioned cargo container setbacks, placement, and permit requirements. Chairman Williams questioned roof overhangs regarding cargo containers. Commissioner Newstead questioned if permits for cargo containers will be required from the Building Department and cargo container limitations. Discussion followed. **Motion** by Boal, **Second** by Counts, **“Recommend approval of the draft language presented for the storage container accessory buildings with corrections added to the draft.”** Motion carried.
3. ADU Ordinance- Planner Montagno reported on the changes to the ADU ordinance. Commissioner Boal discussed concerns on how the Township would regulate detached rentals in single family residential backyards that would not be intended for family. Commissioner Newstead discussed concerns with ADUs that are detached. Commissioner Counts questioned if deed restrictions are in place then the ordinance is changed. Planner Montagno discussed other possible options for the ADU ordinance. Discussion followed. It was the consensus of the Commissioners to work on a family oriented ADU ordinance. **Motion** by Spaulding, **Second** by Newstead, **“To postpone action on ADU ordinance discussion.”** Motion carried.

4. Wellhead Protection Ordinance- Planner Montagno discussed what sections of the ordinance had changes or needed changes. Zoning Administrator Hohenstein will contact township attorney to be present for clarification/legal questions at the December meeting. Discussion followed. **Motion** by Counts, **Second** by Boal, **“To table the Wellhead Protection Ordinance until such a time that we have a redline copy.”** Motion carried.

B. New Business
None

OTHER MATTERS TO BE REVIEWED BY THE PLANNING COMMISSION:

- A. Re-appointments for Members- Wayne Williams, Mike Newstead and Chuck Frantjeskos would like to remain on the Planning Commission. Re-appointments will go to the Board at the December meeting. Available seat for new Planning Commission member will be posted soon.
- B. Zoning Ordinance Section 14.19 Home Occupations- Board request to Review- Zoning Administrator Hohenstein discussed the Board's request to have the Planning Commission review this ordinance to see if there are any changes, amendments or updates that need to be done. He discussed other options that were presented to the Board. Commissioner Boal disclosed that he is the neighbor to the member of the public that is requesting this ordinance to be reviewed. Commissioner Counts is concerned with changing the ordinance for one specific person and may fall under requirements of reviewing/updating all the Zoning Ordinances. Commissioner Spaulding questioned where the ordinance originated from. Planner Montagno informed members of the process to change all the Zoning Ordinances. Chairman Williams questioned storage containers in relevance to this ordinance. Planner Montagno discussed putting together information with questions to consider and examples of other municipality ordinances to discuss later and a proposal to update all Township ordinances. Discussion followed.

NEW BUSINESS:

None

CALL TO THE PUBLIC:

Curtis Hamilton: Spoke on Wellhead Protection Ordinance

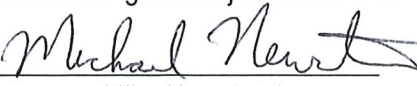
Julie Mullens: Spoke on Ordinances

Jenni Johnson: Questioned if the Township attorney would be present at December meeting

ADJOURNMENT:

Motion by Spaulding, **Second** by Newstead, **“To adjourn.”** Motion carried. The meeting was adjourned at 9:15 P.M.

12/17/24
Date


Mike Newstead
Planning Commission Secretary


Marnie Hebert
Recording Secretary