

**HOWELL TOWNSHIP PLANNING COMMISSION  
MEETING MINUTES**

EMS Building  
June 26, 2018  
6:45 p.m.

**MEMBERS PRESENT:**

Andrew Sloan    Chairman  
Mark Freude    Vice Chairman  
Wayne Williams    Secretary  
Matthew Counts    Board Rep  
Martha Haglund    Commissioner  
Carolyn Henry    Commissioner  
Peter Manwiller    Commissioner

**MEMBERS ABSENT:**

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

Chairman Sloan called the meeting to order at 6:45 p.m. The roll was called.

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

**MOTION** by Henry, seconded by Freude, **“TO APPROVE THE JUNE 26, 2018 AGENDA AS AMENDED: MOVE AGENDA ITEMS 13 A & B TO ITEMS 12 A & B AND MOVE THE PUBLIC HEARING TO ITEM 13.”** Motion carried.

**APPROVAL OF MINUTES:**

- A. May 22, 2018 – **MOTION** by Henry, seconded by Counts, **“TO APPROVE THE MAY 22, 2018 PLANNING COMMISSION MINUTES AS PRESENTED.”** Motion carried.
- B. May 29, 2018 – **MOTION** by Henry, seconded by Williams, **“TO APPROVE THE MAY 29, 2018 PLANNING COMMISSION MINUTES AS PRESENTED.”** Motion carried.

**UNFINISHED BUSINESS:**

None.

**CORRESPONDENCE:**

No additional correspondence.

**TOWNSHIP BOARD REPORT:**

Commissioner Counts referred to the submitted Township Board Synopsis for June 11, 2018. One of the main topics was a cost issue at the WWTP.

**ZONING BOARD OF APPEALS REPORT:**

No June meeting, no report.

**ZONING REPORT:**

No report.

**PARKS REPORT:**

- Commissioner Haglund reported on attending the County’s Brown Bag Lunch and having discussion with other municipality supervisors and what they are doing in their areas about parks.
- Reported that she is receiving a good response to the Township Survey concerning parks, trails etc. within the Township.

- There will be an Open House on July 17<sup>th</sup> at the Township Hall to address the community's concerns about having a park or trail.
- Would like the residents to be aware that the Township belongs to the HAPRA (Howell Area Parks and Recreation Authority).

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

A. LACASA – Temporary Site Plan Review, Parcel #4706-301-001, File #PC 2018-19

- Township Planner Montagno introduced the project. The applicant is requesting a temporary site plan approval for a 12' by 46' modular office to be located within the parking lot of the LACASA facility which is located at 2895 W. Grand River Ave. Their operations have expanded causing the need for extra office space. The parcel is located within the "OS" Office Services Zoning District. Ordinance Section 14.25 stipulates that temporary structures are permitted with the Planning Commissions' approval but also indicates that a reasonable time limit be placed on the temporary structure. Ordinance 14.30 indicates that a performance guarantee not to exceed \$2,000.00 be in place. See Carlisle and Wortman report, dated June 20, 2018 for further details and for their recommendations.
- Questions for the Township Planner were taken from the Commissioners.
- LACASA President, CEO and applicant, Bobette Schrandt, confirmed that this request is for a temporary modular office site. Clients will not be using this office. There will be not be any water hooked to this office. Fire alarms between main building and the temporary building will be connected together. They are in the process of purchasing a parcel on Tooley Road for new construction for LACASA with the plans on completing within 3 years.
- Question to the applicant were taken from the Commissioners.
- **MOTION** by Freude, seconded by Counts, **"TO APPROVE THE LACASA TEMPORARY OFFICE WITH A (3) THREE YEAR WINDOW FROM TODAY'S DATE OF JUNE 26<sup>TH</sup>, 2018 AND CONTINGENT ON THE TOWNSHIP PLANNER'S REPORT AND ALL OTHER REQUIRED AND GOVERNMENTAL REPORTS."** Discussion followed. A roll-call vote was taken: Henry – yes, Freude – yes, Manwiller – yes, Counts – yes, Sloan – yes, Haglund – yes, Williams – yes. Motion carries 7 to 0.

B. ANGELO'S – Gas Station Preliminary Site Plan Approval, Parcel #4706-400-002, File #PC 2018-20

- Township Planner Montagno introduced the project. The applicant is requesting preliminary site plan approval on a 2.06 acre parcel for a gas station and a redesigned parking lot. The parcel's address 4040 Mason Road which is at the northwest corner of Mason Road and Burkhart Road and is in the "NSC" Neighborhood Service Commercial District. Also located on the site is an 8,000 cubic feet detention pond. This site is located within the well

**CALL TO THE PUBLIC:**

- Tera Pearson, Attorney at Law from Parker and Parker has been asked by the American Legion to assist them in their Sign Permit. She stated she wanted to introduce herself.

**ADJOURNMENT:**

**MOTION** by Manwiller, seconded by Haglund, **"TO ADJOURN."** Motion carried and meeting adjourned at 7:06 P.M.

Approved: \_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_  
Andrew Sloan, Chairman

As Presented: \_\_\_\_\_

As Amended: \_\_\_\_\_

\_\_\_\_\_  
Wayne Williams, Secretary

As Corrected: \_\_\_\_\_

Dated: 07.24.2018

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Debby Johnson, Recording Secretary