

**HOWELL TOWNSHIP PLANNING COMMISSION  
MEETING MINUTES**

EMS Building  
August 28, 2018  
6:30 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  
Township Attorney William Fahey

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 THE AGENDA:**

**MOTION** by Henry, seconded by Haglund ^Haglund^, **“TO APPROVE THE AUGUST 28, 2018 AGENDA AS PRESENTED.”** Motion carried.

**APPROVAL OF MINUTES:**

**MOTION** by Freude, seconded by Williams **“TO APPROVE THE JULY 24, 2018 PLANNING COMMISSION MINUTES AS CORRECTED: ADJOURNMENT WAS AT 8:08 P.M.”** Motion carried.

**CORRESPONDENCE:**

No additional correspondence.

**TOWNSHIP BOARD REPORT:**

(Commissioner Counts reported on the following items)

- See synopsis
- Year-end report from Deputy Supervisor Brent Kilpela showing the Township’s financial status is in good shape.

**ZONING BOARD OF APPEALS REPORT**

(Chairman Sloan reported on the following items)

- There was no August ZBA Meeting
- Township Planner Montagno gave a training session at the end of July in-which 3 of the 5 ZBA Members attended.

**ZONING REPORT:**

(Zoning Administrator Daus reported on the following items)

- July Land Use of Permits.
- Received an application for a Site Plan Review for next month.
- Have had several inquiries about possible upcoming projects.

**TOWNSHIP PARK’S REPORT:**

(Commissioner Haglund reported on the following items)

- Closed the Park Opinion Survey on August 10<sup>th</sup>. There were approximately 160 responses.
- The steering committee should have a rough draft to look at by the September Meeting.
- Asked for opinions if anyone would like pictures of certain areas to be included.

**NEW BUSINESS:**

A. HATCH - BUILDING ADDITION FINAL SITE PLAN, PARCEL #4706-28-301-031 & 302, FILE # PC 2018-023

- Township Planner Montagno gave an overview of the project with his findings and recommendations. The site is located to the east of Highland Road and I-96 interchange at 1051 Austin Court. They are proposing a 50,000 sq. ft. addition to the existing 50,000 sq. ft. building that includes a six (6) dock loading area and an additional 143 parking spaces. The use of the addition is for office and warehouse space. The site is in an Industrial Zoning District. The planned use does fit the district. He has recommended approval with the condition of the Engineer's report addressing any outstanding items they might have.
- Questions from the Board to the Planner.
- Questions from the Board to the Applicant Al Prus from MEGA Inc.
- Discussion on the parking. Representative from Hatch stated that during shift change there is a big need for more parking spaces. Right now they are parking on the road and citations are being issued.
- **MOTION** by Haglund ^Haglund^, seconded by Freude, **"TO RECOMMEND APPROVAL FOR HATCH BUILDING ADDITION, PARCEL #4706-28-301-031 & 032, FILE #PC 2018-023, CONDITIONAL UPON APPROVAL FROM THE TOWNSHIP ENGINEER, TOWNSHIP PLANNER'S REVIEW, MHOG, FIRE MARSHAL, DRAIN COMMISSIONER AND OTHER REQUIRED GOVERNING ENTITIES."** Discussion followed. A roll-call vote was taken: Freude – yes, Williams – yes, Manwiller – yes, Henry – yes, Counts – yes, Haglund – yes, Sloan – yes. Motion carries 7 to 0.

**UNFINISHED BUSINESS:**

A. LEO'S CONLEY ISLAND - FINAL SITE PLAN, PARCEL # 4706-28-300-025, FILE #PC 2018-21

- Township Planner Montagno gave an overview of the project with his findings and recommendations. The site is located 1382 N. Burkhart Road and Tractor Drive. They are proposing an 844 square foot addition; 601 sq. ft. addition on the rear of the building and a 243 sq. ft. addition to the side of the building. In addition the parking lot will be reconfigured to add an additional 12 parking spaces. The site is in the "RSC" Regional Service Commercial District. The use is a permitted use within the district. They have received a variance from the ZBA for their parking.
- Questions from the Board to the Planner.
- Questions to the applicants Leo Stassinopoulos and Rob Zafaram from Leo's.
- Much discussion on sidewalks.
- **MOTION** by Henry, seconded Freude. **"TO RECOMMEND APPROVAL FOR FINAL SITE PLAN FOR LEO'S CONEY ISLAND, PARCEL #4706-28-300-025, FILE #PC 2018-21, ADDRESSING ALL THE ITEMS OF THE CARLISLE / WORTMAN REVISED LETTER FROM AUGUST 16, 2018, AS WELL AS OUTSTANDING ITEMS FROM THE PLANNER PURSUANT TO THEIR LETTER DATED AUGUST 13, 2018, ALSO INCLUDING ANY OTHER FURTHER REQUIREMENTS GOVERNMENTAL AGENCIES IN LIVINGSTON COUNTY AND THE STATE OF MICHIGAN, AND PROPOSED THAT THE APPLICANT UPDATE THE PLANS TO DEPICT A PROPOSED SIDEWALK ALONG THE PUBLIC ROAD WITH THE COST ESTIMATE TO BE PROVIDED TO THE TOWNSHIP AND THE NECESSARY FUNDS TO BE PLACED IN ESCROW FOR NO LONGER THAN FIVE (5) YEARS FOR THE CONSTRUCTION AND INSTALLATION OF THE SIDEWALK AT THE PUBLIC ROAD."** Discussion followed about a reminder of when the 5 year period is up. A roll-call vote was taken: Haglund ^Haglund^ – no, Freude – yes, Sloan – yes, Manwiller – no, Henry – yes, Williams – yes, Counts – yes. Motion carries 5 to 2.

B. GRAND RIVER MINI STORAGE – AMENDMENT TO SITE PLAN, PARCEL #4706-27-400-005, FILE #PC 2018-22

- Township Planner Montagno gave an overview of the project with his findings and recommendations. The site is located at 2452 W. Grand River. They are proposing a redevelopment of approximately 3 acres that includes the conversion of an existing building to be used as office space and storage space. The plans also include a 500 sq. ft. prefabricated storage building and the construction of nearly 19,000 sq. ft., 3 story addition. At the April 28, 2018 Planning Commission Meeting the Commissioner approved the addition for a 2 story building. They are now asking to amend that to a 3 story building. This decision is because it is more economical for fire

suppression to go with the 3<sup>rd</sup> story. They have been addressing issues that were of concern at the time of approval in April, 2018.

- Questions for the Township Planner.
- Applicant Dave Hughes stated because of things like mattresses that are easily flammable, are stored in storage units. It is more economical to go with a 3<sup>rd</sup> story with sprinklers than it would be for other fire suppression that include many firewalls that would take away storage spaces.
- Discussion on sidewalks.
- **MOTION** by Henry, seconded by Freude, **“TO APPROVE FINAL SITE PLAN FOR GRAND RIVER MINI STORAGE, PARCEL #4706-27-400-005, FILE #PC 2018-22, PROVIDING THAT ALL OUTSTANDING ITEMS FROM THE PLANNER’S LETTER DATED MAY 17, 2018 AND REVISED AUGUST 13, 2018 ARE ADDRESSED, ANY OUTSTANDING ITEMS ARE ADDRESSED FROM SPICER ENGINEERING IF THEY HAVE ANY OUTSTANDING ITEMS ON THEIR REPORT, AS WELL AS ANY OUTSTANDING ITEMS FROM ALL LOCAL AND STATE GOVERNMENTAL AGENCIES ARE ADDRESSED.”** Discussion followed. A roll-call vote was taken: Williams – yes, Sloan – yes, Haglund – yes, Manwiller – yes, Freude – yes, Counts – yes, Henry – yes. Motion carries 7 to 0.

C. SIGN REGULATIONS

- Township Planner Montagno went over the newest draft of the Sign Ordinance including comments and statements from the previous meeting. The Township does have the ability to make the changes that were discussed previously and those changes are included in the newest draft.
- Proposed mapping showing of what areas that will allow billboard and those area that will not be allowed were discussed.
- Township Attorney Fahey gave legal opinion and direction on proposed changes.
- The Township Planner will have a new draft for the Planning Commission next month.

**OTHER BUSINESS:**

None.

**CALL TO THE PUBLIC:**

No response.

**ADJOURNMENT:**

**MOTION** by Freude, seconded by Manwiller, **“TO ADJOURN.”** Motion carried and meeting adjourned at 8:45 P.M.

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

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

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

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

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

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

Dated: \_\_\_\_\_ 09.25.2018 \_\_\_\_\_

\_\_\_\_\_  
Debby Johnson, Recording Secretary