

AGENDA ITEM

5A

**HOWELL TOWNSHIP REGULAR BOARD
MEETING MINUTES**
3525 Byron Road
Howell, MI 48855
October 11, 2021
6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Mike Newstead	Trustee
Jeff Smith	Trustee (Arrival time 6:45)

MEMBERS ABSENT:

None

Supervisor Coddington called the meeting to order at 6:30 p.m.

All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

October 11, 2021

MOTION by Melton, seconded by Hohenstein, **"TO APPROVE THE OCTOBER 11, 2021 AGENDA AS AMENDED: ADD UNDER 8C - AMENDED WATER SERVICE CHARGES PURSUANT TO ORDINANCE 181 RESOLUTION #10.11.497."** Discussion followed. Motion carried.

APPROVAL OF BOARD MEETING MINUTES:

September 13, 2021

A) REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, seconded by Melton, **"TO APPROVE THE SEPTEMBER, 2021 REGULAR MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried. (See September 13, 2021 Regular Meeting Minutes.)

CORRESPONDENCE:

Capital Group/American Funds Summary Prospectus October 1, 2021. No questions.

CALL TO THE PUBLIC:

No Response

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A. MiSIGNAL

Josh Rowe, a part owner of MiSignal gave a presentation to the Howell Township Board. The presentation included an overview of his company, services and what they have to offer Howell Township residents. A need has previously been established for such services in Howell Township. A letter of understanding was received by the board prior to the meeting summarizing the details of a proposed arrangement between Howell Township

- EMS Contract- Howell Township has received a contract from Livingston County EMS to hold election services at their complex. The contract will allow the Township access to the rooms for three days for a fee of \$100.00. Contract has been turned over to the Township lawyers for review.
- Board approval was asked for Graham and Deputy Clerk Murrish to attend four online training classes/recordings at \$25.00 each for a total cost of \$100.00. **MOTION** by Hohenstein, seconded by Counts to **“APPROVE CURRENT CLASS AND FUTURE CLASSES FOR THE CLERK’S DEPARTMENT AS REQUESTED.”** Discussion followed. Motion carried.
- ZBA Meeting- Joe Daus has requested a change in Zoning Board of Appeal’s meeting dates to the 3rd Tuesday of the month.
- A review of all calendars within the meeting packet was done and no changes are needed.
- Board Alternates and Member Changes are as follows:
 - M. Newstead – Appointed Planning Commission Board Alternate
 - J. Smith – Removed from the Planning Commission Board Member Alternate
 - J. Smith – Appointed Zoning Board of Appeals Member
 - H. Melton – Appointed Zoning Board of Appeals Alternate

MOTION by Hohenstein, seconded by Counts to **“TO ACCEPT ALL CHANGES TO BOARD ALTERNATES, BOARD MEMBERS AND NEW ZBA MEETING DATE AS PRESENTED.”** Discussion followed. Motion carried.

D. ZONING:

(See Zoning Administrator Daus’s prepared written report)

E. ASSESSING:

(See Assessor Kilpela’s prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Turnout Gear- Ten new sets of turnout gear will be purchased.

G. MHOG:

(Trustee Counts/Coddington reported on the following items.)

- Chestnut Crossing-Retention Pond issues and water service update.
- Pineview Village- Hometown Village in Marion Township had a case dismissed in federal court and is now in circuit court with a similar case as Pineview Village.
- Padnos- MHOG declined request to provide water service.
- Tamarack Place- Update regarding the installation of the water service line.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Hydraulic Drive- Re-zoning ten-acre parcel on Hydraulic Drive for outside storage.
- Credit Union on M-59- Re-zoning and site plan approval.
- Post cards will go out to all homeowners asking them to complete a master plan survey.
- Walking Path Study has been approved. No building was approved.
- M-59 and Oak Grove Road studies have been sent to MDOT for a left turn signal review.

I. ZONING BOARD OF APPEALS (ZBA):

- No report.

J. WWTP:

- Waste Water Treatment Plant Manager, Matthew Holtz, gave the board a summary of the September 28, 2021 WWTP Meeting. He also gave a progress update on violations issued to the treatment plant.
- Mr. Holtz took questions and comments from the Board.
- Treasurer Hohenstein asked Mr. Holtz to forward any reports he receives from the State regarding outstanding violations to the Board.

K. HAPRA:

(Clerk Graham reported on the following items)

- A discussion was held regarding Howell City Park and boat launch passes.
- No new contract has been signed with HAPRA.
- Clerk Graham listed the following upcoming events held by HAPRA:
 - Operation Catch Me If You Can- An Alien Scavenger Hunt
 - Legend of Sleepy Howell
 - Headless Horseman 5K

L. PROPERTY COMMITTEE

(Treasurer Hohenstein reported on the following items)

- Annex Group- All special assessments and connection fees have been paid in full.
- Bonds- Brent Kilpela is looking into what cost savings if any would be involved in paying bonds off early.
- Pineview Village- HOA to meet soon, Township updates from HOA soon.

CALL TO THE PUBLIC:

Debby Johnson, 1760 Layton Road, Fowlerville MI 48836

- Mrs. Johnson addressed the Board regarding human resource issues and concerns she had on how her letter of resignation was handled.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Newstead, to "TO APPROVE THE REGULAR DISBURSEMENTS AS PRESENTED AND ANY NORMAL AND CUSTOMARY PAYMENTS FOR THE MONTH." Motion carried.

ADJOURNMENT: MOTION by Hohenstein, seconded by Newstead, "TO ADJOURN." Motion carried. The meeting adjourned (7:47 pm)

As Presented: _____

Howell Township Clerk

As Amended: _____

Jean Graham

As Corrected: _____

Mike Coddington
Howell Township Supervisor

Dated: _____

Teresa Murrish, Recording Secretary

and MiSignal to extend high-speed broadband internet throughout the Township. A discussion which included a question-and-answer session followed the presentation. MiSignal will commit at least \$350,000.00 to the project as long as Howell Township commits \$350,000.00 of ARPA funds. High-speed broadband services for residential homes will not exceed \$75.00 per month and will start at a rate of \$70.00 per home per month. There will be no initial hookup fees to bring the service to homes. The project will start with the unserved areas within the Township first, taking up to 6 months to complete those area. It is projected the entire project will take 18 months to complete.

MOTION by Graham, seconded by Newstead to **"MAKE A RECOMMENDATION TO ACCEPT THIS LETTER OF UNDERSTANDING FROM MISIGNAL OF HOWELL FOR FIBER OPTIC BROADBAND PROJECT IN HOWELL TOWNSHIP AS WRITTEN."** Discussion followed. Motion carried.

MOTION by Counts, seconded by Graham to **"SUSPEND ALL CONTRACT AGREEMENTS WITH COMCAST RELATED TO BROADBAND CONSTRUCTION WITH HOWELL TOWNSHIP."** Discussion followed. **MOTION AMENDED TO READ AS FOLLOW:** **MOTION** by Counts, seconded by Graham to **"SUSPEND ALL NEW BUILDOUT AGREEMENTS WITH COMCAST THAT WERE CREATED IN 2021."** Discussion followed. Motion carried.

B. BUDGET AMENDMENTS - GENERATOR

Clerk Graham reviewed the General Funds worksheet in the meeting packet. She reminded the board that the actual Ion generator and installation of said generator has been previously approved by the board on September 13, 2021. Graham asked the Board for a motion for approval on the amendment for the generator. Discussion was held regarding a natural gas meter upgrade for the new flow rate. **MOTION** by Counts, seconded by Hohenstein **"TO INCREASE THE TOWNSHIP AT LARGE CAPITAL OUTLAY BUDGET TO \$35,000.00 TO COVER THE APPROVED GENERATOR AND INSTALLATION."** Discussion followed. Motion carried.

C. WATER SERVICE RESOLUTION

Treasurer Hohenstein explained to the Board MHOG had increased their water rate and the old resolution wording did not allow for automatic increases which will require a new resolution. The new resolution would include the wording for the automatic increase that would accrue in the future. **MOTION** by Hohenstein, seconded by Melton to **"TO ACCEPT RESOLUTION 10.21.497 AMENDED WATER SERVICE CHARGES PURSUANT TO ORDINANCE #181 AS PRESENTED."** Discussion followed. A roll-call vote was taken: Hohenstein – yes, Smith – yes, Counts – yes, Newstead – yes, Coddington – yes, Graham – yes, Melton – yes. Motion passes 7 to 0.

REPORTS:

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- MHOG Water Issues Update.
- Discussion held on Tanger Outlet's interest in removing some of the end buildings and put in multifamily housing.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Hohenstein reviewed the G2G Cloud Solutions Summary for the quarter.

C. CLERK:

(Clerk Graham reported on the following items)

AGENDA ITEM

8A

Howell Township Clerk

From: Tim Church <TChurch@howellrecreation.org>
Sent: Wednesday, October 20, 2021 2:16 PM
To: Howell Township Clerk
Subject: HAPRA budget presentation
Attachments: HAPRA Counts.pdf; 2022 proposed budget.pdf

Good Afternoon Jean,

Can HAPRA's budget be added to the November 8th board meeting for Howell Township?

Thanks

TIM CHURCH
Executive Director
HOWELL
recreation
Direct Line 517.579.2860

HAPRA 2022 PROPOSED BUDGET SUMMARY

Dept #	Department Name	Revenue	Expense
208	ADMINISTRATIVE	710,050.00	710,050.00
214	SPORTS	150,250.00	150,250.00
216	SPECIAL EVENTS	126,250.00	126,250.00
217	PRESCHOOL	54,980.00	54,980.00
218	WELLNESS/SENIORS	109,250.00	109,250.00
219	DAY CAMP	54,750.00	54,750.00
221	YOUTH SERVICES	85,403.47	85,403.47
223	DOG PARK	20,961.00	20,961.00
	TOTALS:	1,311,894.47	1,311,894.47

GL NUMBER	DESCRIPTION	2,021 Approved	2022 PROPOSED
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Fund 208 - PARKS & REC AUTHORITY

Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT

208-751-587.001	PK/RC MARION TWP PARTICIPATION	110,000.00	113,500.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	110,000.00	113,500.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	110,000.00	113,500.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	110,000.00	113,500.00
208-751-587.006	PK/RC HOWELL TWP PARTICIPATION	110,000.00	113,500.00
208-751-587.100	PK/RC NONRESIDENT MEMBERSHIP	4,000.00	0.00
208-751-650.106	FACILITY MEMBERSHIPS	25,000.00	40,000.00
208-751-651.020	BENNETT BLDG RENTAL FEES	14,500.00	0.00
208-751-651.026	GYMNASIUM RENTALS	14,500.00	12,000.00
208-751-651.022	OCEOLA BLDG RENTAL FEES	30,000.00	35,000.00
208-751-665.000	INVESTMENT INTEREST	300.00	300.00
208-751-671.002	MISC REVENUES	250.00	250.00
208-751-675.055	BEACH MANAGEMENT FEES	4,000.00	0.00
208-751-675.075	DOG PARK MAINT SERV FEES	5,000.00	5,000.00
208-751-678.010	SPONSORSHIP		50,000.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		647,550.00	710,050.00
TOTAL REVENUES		647,550.00	710,050.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT

208-751-702.001	SAL & WAGES DIRECTOR	66,000.00	66,000.00
208-751-702.003	SAL & WAGES - BUSINESS MANAGER	35,500.00	40,000.00
208-751-702.004	SAL & WAGES - OPERATIONS MGR	33,500.00	36,480.00
208-751-702.024	SAL & WAGES -MARKETING	37,960.00	23,530.00
208-751-702.030	SAL & WAGES FRONT OFFICE	73,000.00	76,128.00
208-751-702.034	SAL & WAGE FACILITIES MAINT/COORD	45,000.00	45,000.00
208-751-713.000	EMPLOYER SHARE FICA	22,260.00	19,000.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	13,000.00	16,400.00
208-751-714.002	EMP DISABILITY /LIFE INSURANCE	2,400.00	2,400.00
208-751-714.004	ICMA RETIREMENT	21,000.00	19,028.00
208-751-727.000	OFFICE SUPPLIES	1,500.00	1,500.00
208-751-730.000	POSTAGE	3,000.00	3,000.00
208-751-740.000	OPERATING SUPPLIES - GENL	3,000.00	3,000.00
208-751-740.026	OPERATING SUPPLIES SHIRTS/BADGES	2,000.00	2,000.00
208-751-751.000	GASOLINE & DIESEL FUEL	1,200.00	2,500.00
208-751-801.000	PROFESSIONAL SERVICES	30,000.00	30,000.00
208-751-804.000	CONTRACTUAL SERVICES	13,000.00	3,000.00

208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIP	5,000.00	5,000.00
208-751-850.000	COMMUNICATION - TELEPHONES		8,500.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE	19,200.00	14,000.00
208-751-850.030	COMMUNICATIONS INTERNET YOUTH C	1,200.00	4,800.00
208-751-860.000	TRAVEL	2,500.00	3,500.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING	4,000.00	4,000.00
208-751-910.000	INSURANCE	50,000.00	33,000.00
208-751-920.000	UTILITIES - ELECTRICITY BENNETT	6,500.00	6,500.00
208-751-920.001	UTILITIES - GAS BENNETT	5,500.00	5,500.00
208-751-920.002	UTILITIES - WAT / SEW BENNETT	1,800.00	1,800.00
208-751-920.003	UTILITIES - RUBBISH BENNETT	700.00	700.00
208-751-920.012	UTILITIES - ELEC/OCEOLA	15,600.00	48,000.00
208-751-920.013	UTILITIES - GAS/OCEOLA	12,000.00	22,000.00
208-751-920.014	UTILITIES - WATER/OCEOLA	3,600.00	1,000.00
208-751-920.015	UTILITIES - RUBBISH/OCEOLA	1,500.00	700.00
208-751-930.000	GROUNDS MAINTENANCE BENNETT	4,000.00	4,000.00
208-751-930.006	REPAIR & MAINT - VEHICLES	500.00	500.00
208-751-930.014	GROUND MAINTENANCE OCEOLA	25,000.00	32,000.00
208-751-931.000	BLDG R & M AND SUPPLIES BENNETT	6,000.00	8,000.00
208-751-931.014	BLDG R & M OCEOLA	12,000.00	15,000.00
208-751-940.000	EQUIPMENT RENTAL	10,000.00	22,000.00
208-751-940.040	OCEOLA RENT		24,000.00
208-751-956.000	MISCELLANEOUS	1,000.00	1,000.00
208-751-956.003	BANK CHARGES & FEES	6,000.00	6,000.00
208-751-957.000	EDUCATION / TRAINING	2,000.00	1,000.00
208-751-970.000	CAPITAL OUTLAY / EQUIPMENT	20,630.00	12,084.00
208-751-980.000	OFFICE EQUIPMENT	12,000.00	4,500.00
208-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	2,000.00
208-751-980.005	EQUIPMENT/COMPUTER SOFTWARE	16,000.00	30,000.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		647,550.00	710,050.00
TOTAL EXPENDITURES		647,550.00	710,050.00
Fund 208 - PARKS & REC AUTHORITY:			
TOTAL REVENUES		647,550.00	710,050.00
TOTAL EXPENDITURES		647,550.00	710,050.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 214 - YOUTH SPORTS

	2,021 Approved	2,022 Proposed
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Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT

	2,021 Approved	2,022 Proposed
214-751-650.006	14,000.00	14,000.00
214-751-650.050	4,000.00	5,500.00
214-751-650.051	11,660.00	11,000.00
214-751-650.053	67,000.00	75,000.00
214-751-650.054	22,000.00	25,000.00
214-751-650.094	3,500.00	2,500.00
		2,000.00
214-751-650.102	4,000.00	7,500.00
214-751-651.009	6,500.00	0.00
214-751-678.095	1,000.00	7,756.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT	133,660.00	150,256.00
TOTAL REVENUES	133,660.00	150,256.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT

	2,021 Approved	2,022 Proposed
214-751-702.080	41,600.00	37,440.00
214-751-702.081	15,850.00	15,850.00
214-751-702.083	5,000.00	10,000.00
214-751-713.000	4,400.00	4,842.00
214-751-714.000	1,000.00	1,000.00
214-751-714.002	600.00	600.00
214-751-714.004	4,160.00	3,744.00
214-751-740.000	2,000.00	3,600.00
214-751-740.080	1,000.00	1,500.00
214-751-740.081	17,000.00	20,000.00
214-751-740.086	3,500.00	5,000.00
		2,200.00
214-751-801.017	500.00	500.00
214-751-804.008	2,500.00	2,500.00
214-751-804.009	4,500.00	6,000.00
214-751-804.010	24,000.00	28,000.00
214-751-840.000	200.00	180.00
214-751-860.000	500.00	1,000.00
214-751-920.002	2,400.00	2,500.00
214-751-942.001	2,400.00	3,750.00
214-751-957.000	50.00	50.00
214-751-964.001	500.00	0.00
214-751-965.000		3,005.12
	133,660.00	150,256.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		

		133,660.00	150,256.00
TOTAL EXPENDITURES			
Fund 214 - YOUTH SPORTS:		133,660.00	150,256.00
TOTAL REVENUES		133,660.00	150,256.00
TOTAL EXPENDITURES		0.00	0.00
<u>NET OF REVENUES & EXPENDITURES</u>			

Fund 216 - FESTIVALS

2,021
APPROVED2022
PROPOSED

Revenues

		2,021 APPROVED	2022 PROPOSED
Dept 751 - RECREATION / PARKS DEPARTMENT			
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	29,011.00	29,000.00
216-751-678.040	SPONSORSHIP FEES MELON FESTIVAL	17,000.00	20,000.00
216-751-678.041	STREET VENDOR FEES MELON	10,000.00	5,000.00
216-751-678.042	FESTIVAL TENT MELON FEST	18,000.00	9,000.00
216-751-678.047	SPONSORSHIP FEES MELON RUN	4,000.00	7,500.00
216-751-678.048	PROGRAM FEES MELON RUN	22,000.00	16,000.00
216-751-678.049	FOOD VENDOR FEES MELON	9,000.00	5,000.00
216-751-678.050	SPONSORSHIP FEES LEGEND	6,000.00	6,000.00
216-751-678.057	SPONSORSHIP FEES HORSEMAN RUN	4,000.00	4,000.00
216-751-678.058	PROGRAM FEES HORSEMAN RUN	22,000.00	14,000.00
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	8,000.00	10,000.00
216-751-678.075	PROGRAM FEES DOC MAY RIDE	0.00	750.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		149,011.00	126,250.00
TOTAL REVENUES		149,011.00	126,250.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT			
216-751-702.001	SAL & WAGES FESTIVAL DIRECTOR	44,000.00	36,400.00
216-751-702.004	SAL & WAGES OPERATIONS MANAGER	0.00	7,360.00
216-751-702.103	SALARY & WAGES STAFF	10,000.00	17,400.00
216-751-713.000	EMPLOYER SHARE FICA	4,131.00	4,678.74
216-751-714.000	EMPLOYEE MEDICAL INSURANCE	14,000.00	4,000.00
216-751-714.002	EMP DISABILITY /LIFE INSURANCE	750.00	600.00
216-751-714.004	ICMA RETIREMENT	4,400.00	3,640.00
216-751-727.000	OFFICE SUPPLIES	100.00	100.00
216-751-730.000	POSTAGE	100.00	100.00
216-751-740.000	OPERATING SUPPLIES	0.00	100.00
216-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	20,000.00	10,000.00
216-751-740.102	OPER SUPP MELON FESTIVAL	24,000.00	12,000.00
216-751-740.106	OPER SUPP MELON RUN	0.00	7,500.00
216-751-740.201	OPER SUPP LEGEND OF SLEEPY HOWELL	20,000.00	8,500.00
216-751-740.203	OPER SUPPLIES HEADLESS HORSEMAN RUN	0.00	4,000.00
216-751-840.000	DUES & MEMBERSHIPS	180.00	180.00
216-751-860.000	CONFERENCE /TRANSPORTATION	250.00	1,000.00
216-751-900.000	PRINTING & PUBLISHING	2,000.00	1,500.00
216-751-942.001	PORTA JOHN RENTALS	5,000.00	4,000.00
216-751-957.000	EDUCATION / TRAINING	100.00	0.00
216-751-964.001	PROGRAM REFUNDS	0.00	0.00
216-751-970.000	CAPITAL OUTLAY EQUIP	0.00	666.26

	2% capital		2,525.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		149,011.00	126,250.00
TOTAL EXPENDITURES		149,011.00	126,250.00
Fund 216 - FESTIVALS:			
TOTAL REVENUES		149,011.00	126,250.00
TOTAL EXPENDITURES		149,011.00	126,250.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 217 - PRESCHOOL

		2,021 PROPOSED	2,022 PROPOSED
Revenues			
Dept 751 - RECREATION / PARKS DEPARTMENT			
217-751-651.007	REC FEE/PRESCHOOL TUITION	50,400.00	45,880.00
	SUMMER CAMP TUITION		2,600.00
217-751-651.030	REGISTRATION FEE	2,400.00	2,400.00
217-751-675.015	PRESCHOOL FUNDRAISING	1,530.00	2,500.00
217-751-675.040	DONATIONS - GENERAL	0.00	600.00
	GRANTS		1,000.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		54,330.00	54,980.00
TOTAL REVENUES		54,330.00	54,980.00
Expenditures			
Dept 751 - RECREATION / PARKS DEPARTMENT			
217-751-702.023	SAL & WAGES PRESCHOOL	47,500.00	45,000.00
217-751-713.000	EMPLOYER SHARE FICA	3,630.00	3,710.25
217-751-714.000	EMPLOYEE MEDICAL INSURANCE	0.00	1,000.00
217-751-727.000	OFFICE SUPPLIES	100.00	100.00
217-751-740.028	OPER SUPP/PRESCHOOL	2,000.00	2,000.00
217-751-801.017	BACKGROUND CHECKS	50.00	50.00
217-751-860.000	CONFERENCE /TRANSPORTATION	400.00	400.00
217-751-957.000	EDUCATION / TRAINING	150.00	300.00
217-751-964.001	PROGRAM REFUNDS	0.00	0.00
217-751-980.000	OFFICE EQUIPMENT	200.00	900.00
217-751-980.015	PRESCHOOL EQUIPMENT	300.00	420.15
	CAPITAL IMPROVEMENTS		0.00
	2% capital		1,099.60
Total Dept 751 - RECREATION / PARKS DEPARTMENT		54,330.00	54,980.00
TOTAL EXPENDITURES		54,330.00	54,980.00
Fund 217 - PRESCHOOL:			
TOTAL REVENUES		54,330.00	54,980.00
TOTAL EXPENDITURES		54,330.00	54,980.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 218 - HEALTH/WELLNESS

	2,021	2022
	APPROVED	PROPOSED

Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT			
218-751-590.000	GRANTS	3,000.00	5,000.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	5,500.00	9,000.00
218-751-650.098	PROGRAM FEES - FITNESS	14,000.00	30,000.00
218-751-650.104	PROGRAM FEES - FITNESS INSURANCE	12,000.00	
218-751-650.107	PROGRAM FEES - TRAVEL	13,000.00	25,500.00
218-751-675.009	DONATIONS / PKS & RECS SENIORS	1,000.00	1,500.00
218-751-675.013	UNITED WAY SENIORS	7,500.00	7,500.00
218-751-675.100	FUNDRAISING ENRICHMENT	750.00	750.00
218-751-678.012	MEMBERSHIP FEES	4,000.00	30,000.00
218-751-678.030	SPONSORSHIPS	500.00	
Total Dept 751 - RECREATION / PARKS DEPARTMENT		61,250.00	109,250.00
TOTAL REVENUES		61,250.00	109,250.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT			
218-751-702.027	SAL & WAGES SENIORS	35,568.00	39,520.00
218-751-713.000	EMPLOYER SHARE FICA	2,720.00	3,023.28
218-751-727.000	OFFICE SUPPLIES	50.00	50.00
218-751-730.000	POSTAGE	962.00	150.00
218-751-740.032	OPER SUPP/SENIORS	100.00	2,500.00
218-751-740.061	OPER SUPP/FITNESS	7,500.00	5,000.00
218-751-740.070	OPER SUPP/TRAVEL		22,000.00
218-751-804.008	CONTRACT SERV - INSTRUCTORS	10,000.00	15,000.00
218-751-804.080	CONTRACT SERVICES ENTERTAINMENT	500.00	500.00
218-751-840.000	DUES & MEMBERSHIPS	200.00	200.00
218-751-860.000	CONFERENCE /TRANSPORTATION	100.00	800.00
218-751-900.000	MARKETING		4,590.00
218-751-957.000	EDUCATION / TRAINING	50.00	50.00
218-751-964.001	PROGRAM REFUNDS	500.00	50.00
218-751-967.002	GRANT EXPENSES	3,000.00	5,000.00
218-751-970.000	CAPITAL OUTLAY EQUIP	0.00	8,631.72
218-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00
	2% capital		2,185.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		61,250.00	109,250.00
TOTAL EXPENDITURES		61,250.00	109,250.00
Fund 218 - SENIOR CENTER:			
TOTAL REVENUES		61,250.00	109,250.00
TOTAL EXPENDITURES		61,250.00	109,250.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 219 - SUMMER DAY CAMP

	2,021	2,022
	APPROVED	PROPOSED

Revenues

		2,021	2,022
		APPROVED	PROPOSED
Dept 751 - RECREATION / PARKS DEPARTMENT			
219-751-651.003	SUMMER CAMP	40,000.00	49,750.00
219-751-651.025	SPECIALTY CAMPS	5,000.00	5,000.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		45,000.00	54,750.00
TOTAL REVENUES		45,000.00	54,750.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT			
219-751-702.025	SAL & WAGES SUMMER CAMP MANAGER	2,800.00	3,052.67
219-751-702.036	SAL & WAGE SUMMER CAMP SUPERVISOR	5,684.00	6,000.00
219-751-702.037	SAL & WAGES SUMMER CAMP COUNSELOR	25,821.00	30,684.00
219-751-713.000	EMPLOYER SHARE FICA	2,600.00	2,347.33
219-751-727.000	OFFICE SUPPLIES	0.00	0.00
219-751-740.003	OPER SUPPLIES/T-SHIRTS	320.00	1,000.00
219-751-740.033	OPER SUPP/SUMMER CAMP	650.00	1,650.00
219-751-740.041	OPERATING SUPPLIES SNACKS	500.00	796.00
219-751-740.042	FIELD TRIPS	6,000.00	7,500.00
219-751-801.017	BACKGROUND CHECKS	125.00	125.00
219-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	250.00	250.00
219-751-957.000	EDUCATION / TRAINING	250.00	250.00
	2% capital		1,095.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		45,000.00	54,750.00
TOTAL EXPENDITURES		45,000.00	54,750.00
Fund 219 - SUMMER DAY CAMP:			
TOTAL REVENUES		45,000.00	54,750.00
TOTAL EXPENDITURES		45,000.00	54,750.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 220 - CITY PARK/BOAT LAUNCH

	2,021	2,022
	Approved	PROPOSED

Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT

		2,021	2,022
		Approved	PROPOSED
220-751-649.001	CONCESSION SALES - PARK	9,887.00	0.00
220-751-678.021	HOWELL CITY PARK GUARD REIMB	45,000.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		54,887.00	0.00
			0.00
TOTAL REVENUES		54,887.00	0.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT

		2,021	2,022
		Approved	PROPOSED
220-751-702.000	SAL & WAGES MANAGER	12,572.00	0.00
220-751-702.028	SAL & WAGE SEASONAL PARK	22,000.00	0.00
220-751-702.040	SAL & WAGES PARK SUPERVISORS	7,500.00	0.00
220-751-713.000	EMPLOYER SHARE FICA	3,215.00	0.00
220-751-740.000	OPERATING SUPPLIES	500.00	0.00
220-751-740.037	CONCESSION SUPPLIES	5,000.00	0.00
220-751-801.000	PROFESSIONAL SERVICES	4,000.00	0.00
220-751-801.017	BACKGROUND CHECKS	100.00	0.00
220-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		54,887.00	0.00
TOTAL EXPENDITURES		54,887.00	0.00
Fund 220 - CITY PARK/BOAT LAUNCH:			
TOTAL REVENUES		54,887.00	0.00
TOTAL EXPENDITURES		54,887.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 221 - TEEN CENTER

2,021
APPROVED2022
PROPOSED

Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT

		2,021 APPROVED	2022 PROPOSED
221-751-649.000	CONCESSION SALES TEEN	3,500.00	5,000.00
221-751-650.005	PROGRAM FEES TEENS	11,955.00	14,000.00
221-751-675.010	DONATIONS - TEEN	5,000.00	5,403.47
221-751-675.012	UNITED WAY - TEENS	27,000.00	30,000.00
221-751-675.110	FUNDRAISING	20,000.00	8,000.00
221-751-679.100	GRANTS > \$1000	5,000.00	23,000.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,455.00	85,403.47
			0.00
TOTAL REVENUES		72,455.00	85,403.47

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT

221-751-702.026	SAL & WAGES TEEN MANAGERS	32,800.00	36,420.00
221-751-702.035	SAL & WAGES TEEN COORDINATOR	9,020.00	13,224.00
221-751-702.041	SAL & WAGES - TEEN SUPERVISOR	13,195.00	15,950.00
221-751-713.000	EMPLOYER SHARE FICA	4,260.00	5,251.47
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	4,200.00	4,320.00
221-751-714.002	EMP DISABILITY /LIFE INSURANCE	550.00	0.00
221-751-714.004	ICMA RETIREMENT	3,500.00	3,948.00
221-751-727.000	OFFICE SUPPLIES	950.00	100.00
221-751-740.000	OPERATING SUPPLIES	300.00	700.00
221-751-740.003	OPER SUPPLIES/T-SHIRTS	200.00	510.00
221-751-740.015	OPER SUPP/CONCESSIONS	1,500.00	1,500.00
221-751-740.036	OPER SUPPLIES - TEENS	1,200.00	2,000.00
221-751-840.000	DUES & MEMBERSHIPS	180.00	180.00
221-751-860.000	CONFERENCE /TRANSPORTATION	600.00	1,000.00
221-751-900.000	PRINTING & PUBLISHING	0.00	300.00
221-751-970.000	CAPITAL OUTLAY		0.00
221-751-979.025	FREUDENBURG GRANT EXP	0.00	0.00
	2% CAPITAL		1,708.07
Total Dept 751 - RECREATION / PARKS DEPARTMENT		72,455.00	85,403.47
TOTAL EXPENDITURES		72,455.00	85,403.47
Fund 221 - TEEN CENTER:			
TOTAL REVENUES		72,455.00	85,403.47
TOTAL EXPENDITURES		72,455.00	85,403.47
NET OF REVENUES & EXPENDITURES		0.00	0.00

Fund 223 - DOG PARK

2,021 2022
 APPROVED PROPOSED

Revenues

Dept 751 - RECREATION / PARKS DEPARTMENT

223-751-675.074	DOG PARK SALES - FOBS	10,550.00	10,550.00
223-751-678.010	SPONSORSHIP		10,411.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		10,550.00	20,961.00
TOTAL REVENUES		10,550.00	20,961.00

Expenditures

Dept 751 - RECREATION / PARKS DEPARTMENT

223-751-740.000	OPERATING SUPPLIES	2,000.00	2,000.00
223-751-801.018	MANAGEMENT SERVICES	5,000.00	5,000.00
223-751-900.000	PRINTING & PUBLISHING	150.00	150.00
223-751-910.000	INSURANCE	500.00	500.00
223-751-920.002	UTILITIES - WAT / SEW	400.00	400.00
223-751-930.000	REPAIR & MAINTENANCE	300.00	300.00
223-751-967.071	DOG PARK CONSTRUCTION	0.00	0.00
223-751-967.072	DOG PARK GROUNDS MAINTENANCE	2,200.00	2,200.00
223-751-970.000	CAPITAL OUTLAY EQUIP	0.00	10,000.00
	2% Capital savings		411.00
Total Dept 751 - RECREATION / PARKS DEPARTMENT		10,550.00	20,961.00
TOTAL EXPENDITURES		10,550.00	20,961.00
Fund 223 - DOG PARK:			
TOTAL REVENUES		10,550.00	20,961.00
TOTAL EXPENDITURES		10,550.00	20,961.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

Row Labels	Count of Name
Brighton Township	174
City of Brighton	50
City of Howell	856
Cohoctah Township	79
Conway Township	35
Deerfield Township	74
Genoa Township	714
Green Oak Township	59
Hamburg Township	76
Handy Township/Fowlerville	129
Hartland Township	139
Howell Township	626
Iosco Township	65
Marion Township	767
Oceola Township	1446
Other Area	296
Pinckney Village	18
Putnam Township	32
Tyrone Township	18
Unadilla Township	11
(blank)	109
Grand Total	5773

AGENDA ITEM

8B



Livingston County Department of Planning

October 21, 2021

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

Howell Township Board of Trustees
c/o Jean Graham, Clerk
3525 Byron Road
Howell, MI 48855

Re: Planning Commission Review of Rezoning Z-31-21 and Z-32-21.

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, October 20, 2021 and reviewed the rezoning amendments referenced above. The County Planning Commissioners made the following recommendations:

- Z-31-21** **Approval.** The proposed rezoning from NSC (Neighborhood Service Commercial) to OS (Office Service) is compatible with both the Howell Township Master Plan and the Livingston County Master Plan.
- Z-32-21** **Approval.** We believe the requested rezoning from I – Industrial to IFZ – Industrial Flex Zone is compatible with the Howell Township Master Plan and the Livingston County Master Plan.

Copies of the staff reviews and Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county action.

Sincerely,

Kathleen J. Kline-Hudson

Kathleen J. Kline-Hudson

sb

Enclosures

c: Martha Haglund, Township PC Chair
Joe Daus, Township Zoning Administrator

Meeting minutes and agendas are available at:
<http://www.livgov.com/plan/Pages/meetings.aspx>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347
•

Web Site
<http://www.livgov.com>

RECEIVED

OCT 25 2021

HOWELL TOWNSHIP

**LIVINGSTON COUNTY PLANNING
COMMISSION MEETING MINUTES**

October 20, 2021

6:30 p.m.

Hybrid In-Person and Virtual Zoom Meeting

**Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>**

PLANNING COMMISSION							
COMMISSIONERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">BRIAN PROKUDA</td> <td style="width: 50%;">BILL ANDERSON</td> </tr> <tr> <td>MATT IKLE (via Zoom)</td> <td>DENNIS BOWDOIN</td> </tr> <tr> <td>PAUL FUNK</td> <td></td> </tr> </table>	BRIAN PROKUDA	BILL ANDERSON	MATT IKLE (via Zoom)	DENNIS BOWDOIN	PAUL FUNK	
BRIAN PROKUDA	BILL ANDERSON						
MATT IKLE (via Zoom)	DENNIS BOWDOIN						
PAUL FUNK							
COMMISSIONERS ABSENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">JEANNE CLUM</td> <td style="width: 50%;">BILL CALL</td> </tr> </table>	JEANNE CLUM	BILL CALL				
JEANNE CLUM	BILL CALL						
STAFF PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">KATHLEEN KLINE-HUDSON</td> <td style="width: 50%;">ROB STANFORD</td> </tr> <tr> <td>SCOTT BARB</td> <td></td> </tr> </table>	KATHLEEN KLINE-HUDSON	ROB STANFORD	SCOTT BARB			
KATHLEEN KLINE-HUDSON	ROB STANFORD						
SCOTT BARB							
OTHERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">ED ALVERSON, SUPERVISOR, HANDY TOWNSHIP</td> <td style="width: 50%;">GARY TOWNS, CHAIR, HANDY TOWNSHIP PLANNING COMMISSION</td> </tr> </table>	ED ALVERSON, SUPERVISOR, HANDY TOWNSHIP	GARY TOWNS, CHAIR, HANDY TOWNSHIP PLANNING COMMISSION				
ED ALVERSON, SUPERVISOR, HANDY TOWNSHIP	GARY TOWNS, CHAIR, HANDY TOWNSHIP PLANNING COMMISSION						

1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner Prokuda at 6:30 PM.

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **ROLL AND INTRODUCTION OF GUESTS:** Roll call by Principal Planner Stanford indicated the presence of a quorum. Members of the public were acknowledged in the audience.

Present: All commissioners were present at Livingston County Chambers except Matt Ikle.

Prokuda	[X]	Location: Livingston County Administration Building
Ikle	[X]	Location: Genoa Township (via Zoom)
Anderson	[X]	Location: Livingston County Administration Building
Bowdoin	[X]	Location: Livingston County Administration Building
Funk	[X]	Location: Livingston County Administration Building

Absent: Clum, Call.

4. APPROVAL OF AGENDA

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO APPROVE THE AGENDA, AS PRESENTED, DATED OCTOBER 20, 2021, SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]

Nay: None.

5. APPROVAL OF PLANNING COMMISSION MEETING MINUTES

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE MINUTES, DATED SEPTEMBER 15, 2021, SECONDED BY COMMISSIONER BOWDOIN.

All in favor, motion passed.

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]

Nay: None.

6. CALL TO THE PUBLIC: None.

7. ZONING REVIEWS:

A. Z-29-21 IOSCO TOWNSHIP, ZONING ORDINANCE AMENDMENT.
ARTICLE 3 ZONING DISTRICTS, REGULATIONS AND MAP AND ARTICLE 13 STANDARDS
AND REGULATIONS FOR SPECIFIC LAND USES

The Iosco Township Planning Commission proposes to revise *Article 3: Zoning Districts, Regulations and Map* and *Article 13: Standards and Regulations for Specific Land Uses* of the Township Zoning Ordinance, related to Wind Energy Conversion Systems, Wireless Communication Facilities, and Solar Energy Systems.

According to the Township, this set of proposed amendments began with correcting minor clerical errors. However, once work began on them, there seemed to be a wave of conversations within the community about utility companies that were offering to lease land from township landowners for 'solar farms.' The township received a lot of feedback from residents who wanted to make sure that large solar arrays in the township would comply with the 'rural character' that the township Master Plan includes. Therefore the township decided to ensure that the ordinances, particularly in the interest of solar energy, had sufficient regulations on screening, setbacks, and performance guarantees.

The proposed wind energy amendments were undertaken in order to correct an issue in Table 3-2 that needed better clarification, based on what was listed in Article 13. The Township Planner also chose to list the sizing in terms of a numerical value, rather than the generic "medium or large" terminology to be more concise.

Lastly, the changes to wireless communications were also initiated in order to better clarify the types of wireless 'antennae' that are allowed in zoning districts. This was previously listed with a simple reference - "see article 13" - for any type of wireless communication facilities in Table 3-3, however it did not show an allowed district for its use.

Township Planning Commission Recommendation: Approval. The Iosco Township Planning Commission recommended Approval of this zoning amendment at its September 14, 2021. Three members of the public were present and brought up their concerns with screening requirements, setbacks, and ensuring there is an escrow set up. The Township Planning Commission informed the residents that many of their concerns were addressed.

Staff Recommendation: Approval. The proposed amendments appear to be reasonable and appropriate. The updates and proposed new regulations correct minor clerical errors and better clarify the legal provisions regarding usage of wireless communication facilities and solar and wind energy facilities within the township.

Commission Discussion: Commissioner Funk stated that this ordinance language is extremely thorough and he would move for approval.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None.

B. Z-30-21 HANDY TOWNSHIP, ZONING ORDINANCE AMENDMENT.
ARTICLE 16 SPECIAL USES, SECTION 16.6 WIND ENERGY CONVERSION SYSTEMS

The Handy Township Planning Commission is proposing to amend the Township Ordinance by creating new special land use standards for wind energy conversion systems.

Township Planning Commission Recommendation: Approval. The proposed text amendments were approved at the September 23, 2021 public hearing. No comments regarding the amendments were noted.

Staff Recommendation: Approval. The proposed amendments are a well written and thorough addition to the Township Ordinance.

Commission Discussion: Commissioner Funk asked if 65 feet constitutes a small, mid-size or large system for residential use. Principal Planner Barb stated that this is small compared to utility sized turbines that can be 300 – 350 feet tall. Commissioner Prokuda asked about the decommissioning plan and how it would be funded for reclamation of abandoned projects or property? Principal Planner Barb stated that the proposed text amendments allow for a 10 Million insurance policy and a continual escrow account that would require developers of such projects to ensure funding was there to do this. Commissioner Ikle asked if Handy Township has a solar farm ordinance.

Public Comment: Handy Township personnel stated that Handy Township does have a solar farm ordinance.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None.

C. Z-31-21: HOWELL TOWNSHIP – REZONING
Current Zoning: NSC-Neighborhood Service Commercial
Proposed Zoning: OS-Office Service
Section 26

Township Master Plan:

The 2016 Howell Township Master Plan designates the subject parcel as **Local Commercial** and describes this future land use category by establishing several goals and strategies to accomplish the continued intent of appropriate development and an overall sound land use vision for the Township. Some of these goals included in the master plan include:

- Supporting the continued development of varying levels of commercial intensity in appropriate areas.
- Identifying appropriate locations based on proximity to surrounding land uses, access, and those who the commercial development is intended to serve.
- Commercial developments intended to serve the region should be located in areas that are easily accessible to the highway and the interstate and do not create disturbances such as traffic, light, or noise that are disturbing to residential use.
- Commercial developments intended to serve local neighborhoods should be located in proximity to local residential uses and provide convenient and safe access for multiple modes of transportation.

The proposed rezoning is located along Highland Road in an area where both office and neighborhood service uses co-exist and this site would allow for reuse of the existing structure on site. Across Highland Road to the south of the proposed rezoning, the City of Howell had designated much of the area as office related uses. Due to the abundance properties located in the immediate area and with the support of the Township Master Plan, the rezoning of the site to OS Office Service would complement the existing goals and strategies of the master plan.

County Comprehensive Plan:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting policies that encourage appropriate land use management.

Township Planning Commission Recommendation: Approval. The proposed rezoning was approved at the September 28, 2021 public hearing at the Howell Township hall. There were no comments from the public on the proposed rezoning and comments from the planning commission focused only on the positive aspects of the proposed rezoning.

Staff Recommendation: Approval. The proposed rezoning from NSC (Neighborhood Service Commercial) to OS (Office Service) is compatible with both the Howell Township Master Plan and the Livingston County Master Plan.

Commission Discussion: Commissioner Bowdoin said that he has noticed that several funeral homes throughout the state have allowed crematoriums. Principal Planner Barb stated that a funeral home will be a special land use in the OS District, so Howell Township would consider all uses during this process and site planning. Funk said that there are some sales associated with funeral homes (e.g. selling of caskets) and he sees this as an ancillary use.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER IKLE.

Motion passed: 5-0

**Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None.**

D. Z-32-21: HOWELL TOWNSHIP – REZONING

**Current Zoning: I-Industrial
Proposed Zoning: IFZ-Industrial Flex Zone
Section 28**

Township Master Plan:

The 2016 Howell Township Master Plan designates the subject parcel as part of the Innovation Zone and describes this future land use classification in the following way:

The Innovation Zone is a proposed district that is intended to be flexible with regard to specific use while being more prescriptive with regard to design and quality of development. It is recognized that many of the uses currently permitted in one or more of the industrial or commercial districts could be compatible land uses. In fact, such uses have the same or similar building and special requirements. The flexibility of the district is intended to foster economic development, create job opportunities, and increase tax base by promoting the development or redevelopment of land that is adjacent to existing industrial and commercially developed property. Regulations should encourage the development of property in a manner that allows mixed industrial and commercial development; eliminates blighted properties; incorporates low impact design practices, as well as ensuring safe and complimentary vehicular and pedestrian circulation patterns; improves environmental quality and remediates degraded properties; and provides an attractive transition between residential and non-residential properties.

One of the main goals of the Township Master Plan is to support the continued growth of industrial uses in appropriate areas of the Township. Location should be based on current development patterns, existing and planned infrastructure such as highways, rail lines, and utilities. The proposed rezoning of the west 10 acres of the subject property fits well within the planned intentions of the master plan by adhering to these objectives. The parcel is located in an area that is already developed heavily with industrial land uses and is part of the Township's Innovation Zone that specifically targets industrial and commercial properties within Howell Township.

County Comprehensive Plan:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting policies that encourage appropriate land use management.

Township Planning Commission Recommendation: Approval. The proposed rezoning was approved at the September 28, 2021 public hearing at the Howell Township hall. There were no comments from the public on the proposed rezoning and comments from the planning commission focused only on the positive aspects of the proposed rezoning.

Staff Recommendation: Approval. We believe the requested rezoning from I – Industrial to IFZ – Industrial Flex Zone is compatible with the Howell Township Master Plan and the Livingston County Master Plan.

Commission Discussion: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]

Nay: None.

E. PA-01-21: DEERFIELD TOWNSHIP PA 116 FARMLAND AGREEMENT:

Section 33

89 acres

Dale Laier

Commission Discussion: Staff briefly explained the P.A. 116 Farmland and Open Space Act for the benefit of Planning Commissioners.

Commission Comment: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER IKLE.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]

Nay: None

F. PA-02-21: DEERFIELD TOWNSHIP PA 116 FARMLAND AGREEMENT:

Section 24

37.1 acres

Charles W. Laier

Commission Discussion: None.

Commission Comment: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None

G. PA-03-21: DEERFIELD TOWNSHIP PA 116 FARMLAND AGREEMENT:

Section 27

100 acres

Charles W. Laier

Commission Discussion: None.

Commission Comment: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None

H. PA-04-21: DEERFIELD TOWNSHIP PA 116 FARMLAND AGREEMENT:

Section 29

74 acres

Charles W. Laier

Commission Discussion: None.

Commission Comment: None.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 5-0

Yea: Prokuda [X] Ikle [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: None

8. OLD BUSINESS:

- a. **Visits to local Planning Commission meetings:** Commissioner Bowdoin explained the proceedings of the October 12 Genoa Township Planning Commission. Commissioner Funk explained that Oceola Township is working on a new master plan and he told them about the M-59 traffic committee so that they can be involved. Commissioner Funk will be attending a future Oceola township meeting with Principal Planner Stanford, presumably in December 2021. Principal Planner Stanford visited Cohoctah and Broadband is something that their community is really interested in.

9. NEW BUSINESS

- a. **Planning Commission Vacancies:** Director Kline-Hudson briefly explained to the planning commission that we have a total of 7 applicants for the vacancy and that the interview process was anticipated to begin the first week of November.

10. REPORTS:

Director Kline-Hudson reported that the Planning Department was awarded a \$38,000 SEMCOG Planning Assistance Program grant for a broadband study with MERIT. The grant request was for \$40,000 so the department has revised the grant resolution to alter the source of the match and request an additional \$2,000 to remedy the grant shortfall.

Two County Planning Connection newsletters were distributed in October. Each newsletter highlights the Broadband study. Kline-Hudson noted that the survey should be answered from the participants fixed internet at home versus mobile internet from a cell phone.

A November 3 Brown Bag lunch will be held at the Oceola Township hall on Reducing Light Pollution for Night Sky Viewing (Noon to 1:00). Kline-Hudson stated that this subject is relevant to Lutz County Park and the night sky designation that the department is trying to obtain for the park.

Director Kline-Hudson stated that the County Planning Department annual report on September 20 went very well and Commissioner Anderson was present for support. There was only one question/comment from County Commissioners.

- 11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:** Commissioner Funk will be attending the Michigan Planning Association conference next week.

12. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO ADJOURN THE MEETING AT 7:45 P.M., SECONDED BY COMMISSIONER BOWDOIN. Motion passed: 4-1

**Yea: Prokuda [X] Anderson [X] Bowdoin [X] Funk [X]
Nay: Ikle [X] (in honor of the late Jim Sparks)**

AGENDA ITEM

8B-1



**REZONING REQUEST - | -
STAFF REPORT**

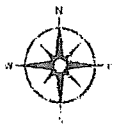
Z-31-21

COUNTY CASE NUMBER:	Z-31-21	TOWNSHIP:	Howell Township
REPORT DATE:	October 13, 2021	SECTION NUMBER:	26
STAFF ANALYSIS BY:	Scott Barb	TOTAL ACREAGE:	2 acres

APPLICANT / OWNER:	Legacy Realty, LLC/Lake Trust Credit Union
LOCATION:	1700 W. Highland Road, Howell Township
LAND USE:	Current site of the Lake Trust Credit Union – now vacant property

CURRENT ZONING:	REQUESTED ZONING:
NSC Neighborhood Service Commercial	OS Office Service
PERMITTED/SPECIAL USES (Not all inclusive):	PERMITTED/SPECIAL USES (Not all inclusive):
<p>Permitted:</p> <p>NSC: Retail establishments including groceries, meats, bakery products, fruits, vegetables, drugs and sundries, hardware goods, clothing, shoes and boots; Restaurants; Service establishments including medical, dental, veterinary, financial, hair cutting, dressmaking, dry cleaning; Vehicle service and repair facilities for automobiles and light trucks.</p>	<p>Permitted:</p> <p>OS: Professional offices; Veterinary clinics and hospitals; General office buildings; Financial institutions; Educational and training facilities; Public and institutional offices; Personal service establishments; Churches; Other similar uses.</p>
<p>Special:</p> <p>NSC: Automotive gasoline stations; Drive-in retail service establishments; Neighborhood Shopping Centers; Not for profit shelters for temporary housing of small domestic pets.</p>	<p>Special:</p> <p>OS: Funeral homes with adequate area for off street vehicles to be used in funeral procession and associated parking areas. Caretakers residence may be provided within the main building of funeral homes.</p>
<p>Minimum Lot Area: Minimum of 1 acre; 10,000 sq. ft. with public water and sewer.</p>	<p>Minimum Lot Area: Minimally adequate to accommodate the proposed use.</p>

TOWNSHIP PLANNING COMMISSION RECOMMENDATION AND PUBLIC COMMENTS:	ESSENTIAL FACILITIES AND ACCESS:
<p>The proposed rezoning was APPROVED at the September 28, 2021 public hearing at the Howell Township hall. There were no comments from the public on the proposed rezoning and comments from the planning commission focused only on the positive aspects of the proposed rezoning.</p>	Water: Well and public water supply (parcel dependent)
	Sewer: Septic and sanitary sewer (parcel dependent)
	Access: Access to the parcel is directly from Highland Road (M-59).

EXISTING LAND USE, ZONING AND MASTER PLAN DESIGNATION:			
	Land Use:	Zoning:	Master Plan:
Subject Site:	Lake Trust Credit Union – Currently Vacant	NSC Neighborhood Service Commercial	Commercial – Local
	To the North:	Corporate office/Research & Development	Commercial - Local
	To the East:	Cemetery	City of Howell
	To the South:	Open Space	Light Industrial (City of Howell)
	To the West:	Research & Development	Commercial - Local

ENVIRONMENTAL CONDITIONS:	
Soils / Topography:	The site of the rezoning is primarily covered with Miami loam soils with a 6 to 12 percent slope. This is well suited for building and drainage and any potential development.
Wetlands:	DEQ maps illustrate no wetlands on the actual site, but property to the west has been designated as wetlands and areas with hydric soils.
Vegetation:	This property is currently developed as a vacant financial institution with the intent to become a funeral home.
County Priority Natural Areas:	There are no designated natural areas on the site of the rezoning.

TOWNSHIP MASTER PLAN DESIGNATION:
<p>The 2016 Howell Township Master Plan designates the subject parcel as Local Commercial and describes this future land use category by establishing several goals and strategies to accomplish the continued intent of appropriate development and an over all sound land use vision for the Township. Some of these goals included in the master plan include:</p> <ul style="list-style-type: none"> • Supporting the continued development of varying levels of commercial intensity in appropriate areas. • Identifying appropriate locations based on proximity to surrounding land uses, access, and those who the commercial development is intended to serve. • Commercial developments intended to serve the region should be located in areas that are easily accessible to the highway and the interstate and do not create disturbances such as traffic, light, or noise that are disturbing to residential use. • Commercial developments intended to serve local neighborhoods should be located in proximity to local residential uses and provide convenient and safe access for multiple modes of transportation. <p>The proposed rezoning is located along Highland Road in an area where both office and neighborhood service uses co-exist and this site would allow for reuse of the existing structure on site. Across Highland Road to the south of the proposed rezoning, the City of Howell had designated much of the area as office related uses. Due to the abundance properties located in the immediate area and with the support of the Township Master Plan, the rezoning of the site to OS Office Service would complement the existing goals and strategies of the master plan.</p>

COUNTY COMPREHENSIVE PLAN:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting policies that encourage appropriate land use management.

COUNTY PLANNING STAFF COMMENTS:

The applicant (Legacy Realty, LLC) is requesting a rezoning of the former Lake Trust Credit Union site from NSC (Neighborhood Service Commercial) to OS (Office Service) for the purpose of reusing the structure for a funeral home. Under the current zoning designation funeral homes are not allowed as a permitted or special use in the NSC District, but are permitted as a special use in the OS District. The use of the subject property as a funeral home would meet the special use requirements of the OS District and would be compatible with existing and surrounding land uses in this area. While much of this area of the Township is designated for NSC uses, parcels to the south and across M-59 within the City of Howell boundary are predominantly zoned for office related uses. Land uses in the OS District are similar to those in the NSC District, but more focused on office and service related uses.

Section 23.02.D (5) establishes the criteria that the Township Planning Commission must consider when evaluating a rezoning of land. These standards include:

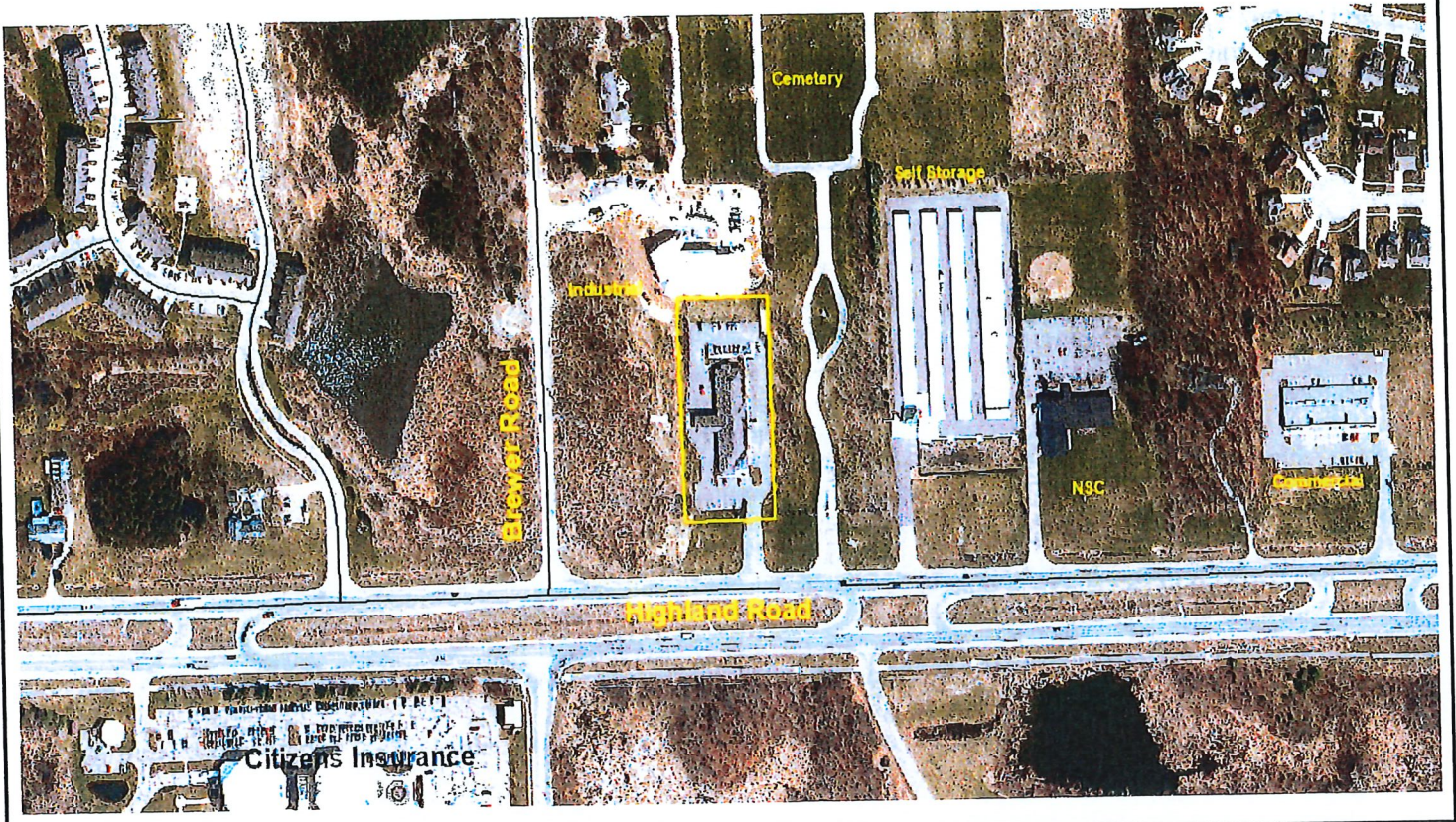
1. *Whether the rezoning is consistent with the policies and uses provided for that area in the Township Master Plan.*
2. *Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area.*
3. *Whether any public services and facilities would be adversely affected by a development or use allowed under the requested rezoning.*
4. *Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of land.*

When consideration is given to the above standards regarding a rezoning of land within the Township, it is noted that while most of the area is local commercial the office district is very similar in nature and does not contain the retail component. The rezoning is consistent with neighboring uses and would benefit the Township with reuse of an existing building. We believe that the proposed rezoning is compatible with the Howell Township Master Plan and the Livingston County Master Plan and will be a beneficial addition to the area.

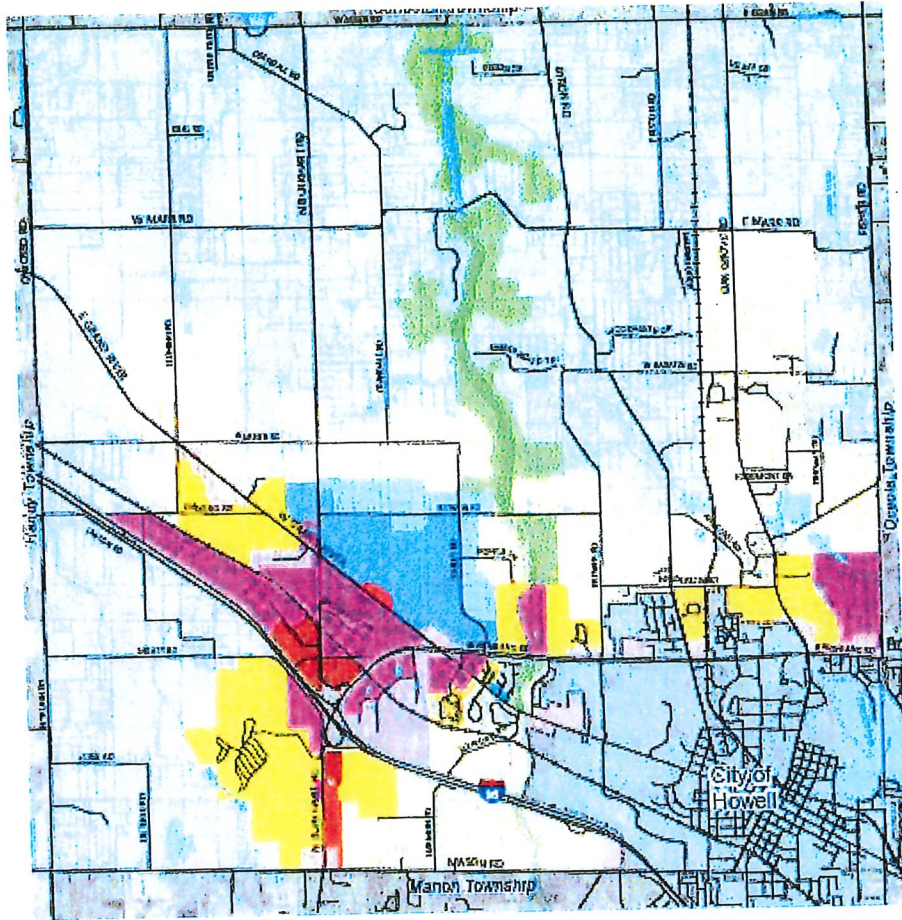
COUNTY PLANNING STAFF RECOMMENDATION:

APPROVAL: The proposed rezoning from NSC (Neighborhood Service Commercial) to OS (Office Service) is compatible with both the Howell Township Master Plan and the Livingston County Master Plan.

EXISTING LAND USE MAP and SURROUNDING ZONING:



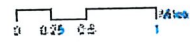
FUTURE LAND USE MAP:



FUTURE LAND USE

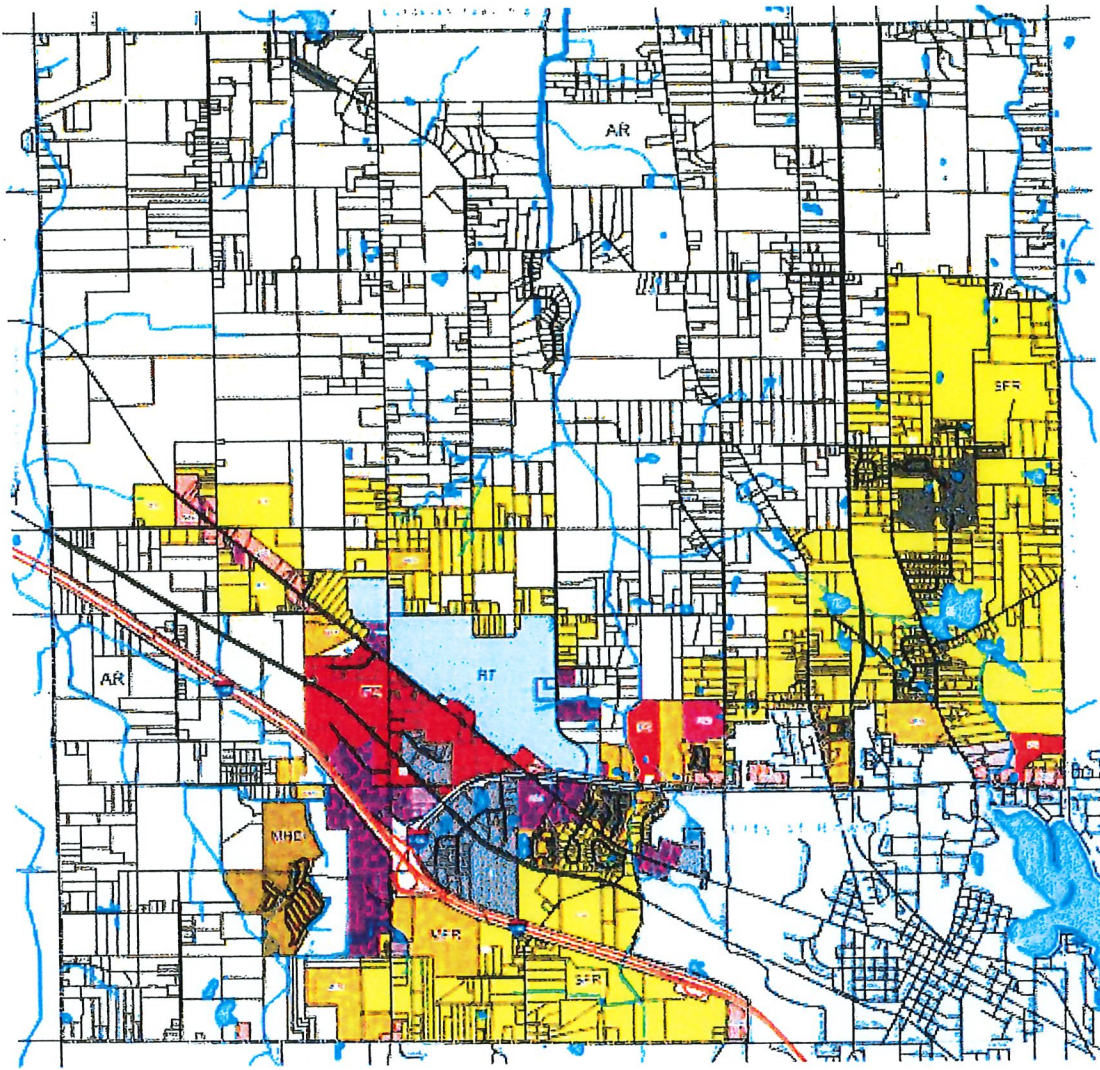
- | | |
|---|---|
|  Innovation Zone |  Commercial - Regional Service |
|  Recreation and Preservation |  Industrial |
|  Airport |  Office |
|  Commercial - Airport |  Residential - Low Density |
|  Commercial - Local |  Residential - Medium Density |
|  Commercial - General |  Agricultural Preservation |
| |  Shiloh River 200 foot Overlay |

Howell Township, Livingston County



September 28, 2018
 City of Howell Associates, Inc. 

CURRENT TOWNSHIP ZONING MAP:



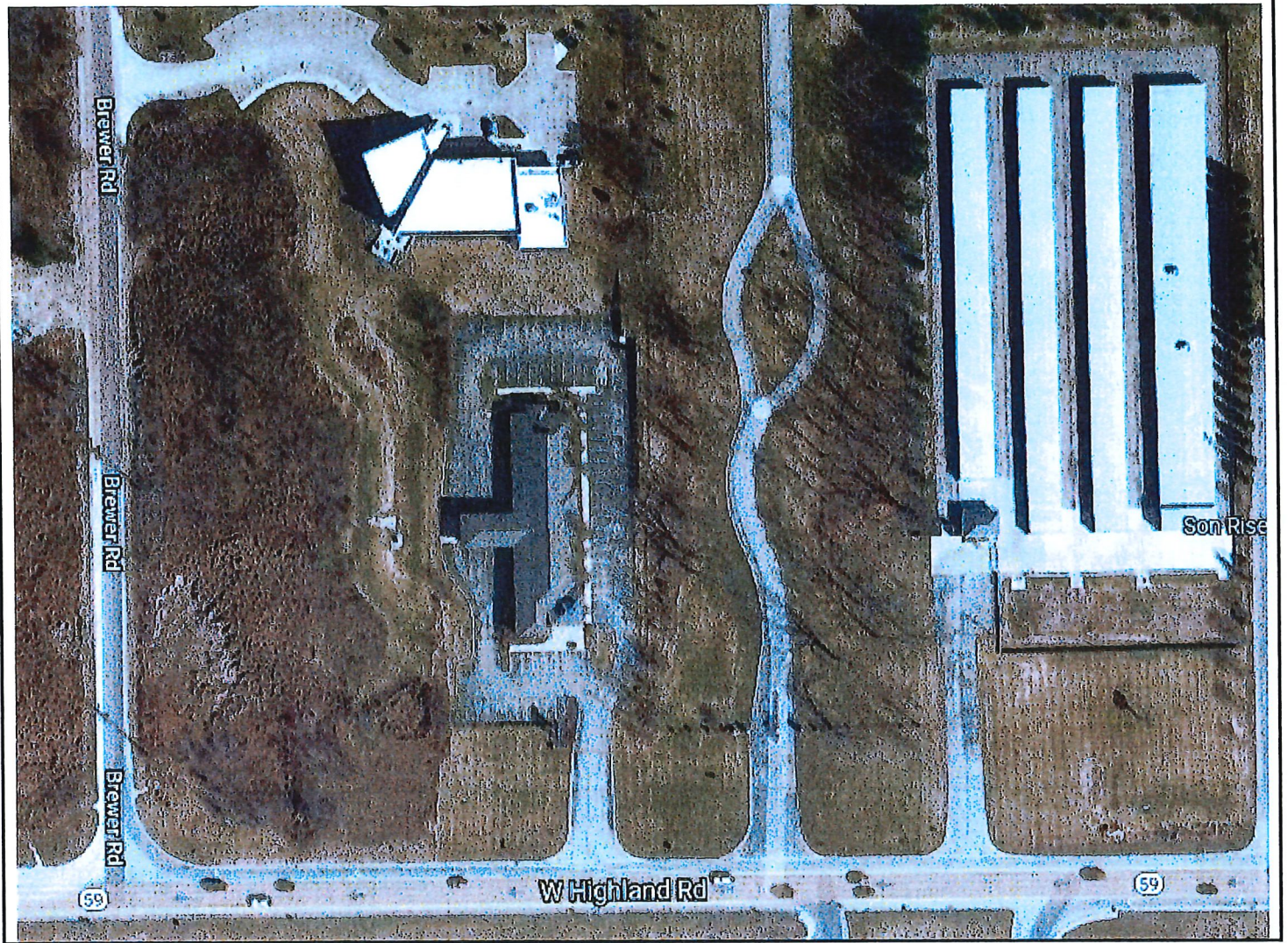
Zoning Designation	
■ Conditional Rezoning	■ IZ - Industrial Park Zone
■ PLD - Planned Unit Development	■ RSD - Regional Service Commercial
■ AR - Agricultural Resealable	■ I - Industrial
■ SFR - Single Family Residential	■ RT - Research & Technology
■ MFR - Multiple Family Residential	■ MHC - Highway Service Commercial
■ MHD - Manufactured Housing District	■ RSC - Regional Service Commercial
■ OS - Office Service	

12/20/2016
 711 S.D. St. #1111, 1111 St. #1111, 1111 St. #1111, 1111 St. #1111, 1111 St. #1111
 Planning Commission
[Signature]
 11/11/11

SITE PHOTO:



SITE AERIAL PHOTO:



PUBLIC HEARING continued:

that any potentially development meet the same standards the he had to follow when he built. Discussion followed.
Motion by Manwiller, seconded by Williams, **"TO CLOSE THE PUBLIC HEARING"**. Motion carried.

Motion by Manwiller, seconded by Williams, **"TO MAKE A RECOMONDATION TO THE TOWNSHIP BOARD TO APPROVE THE REZONING FROM INDUSTRIAL TO INDUSTRIAL FLEX ZONE FOR FILE # PC-2021-04. PARCEL 4706-28-100-052 BEING THE WEST 10 ACRES OF THE 21.5 ACRES CONDITIONED ON THE PARCEL BEING SPLIT, BASED ON THE FINDINGS IN THE PLANNERS REPORT.** Roll was called. Manwiller – yes, Haglund – Yes, Counts – Yes, Pominville – Yes, Markham – Yes, Williams – Yes, Motion carried.

b. Motion by Williams, seconded by Pominville, **"TO OPEN PUBLIC HEARING FOR FILE # PC-2021-05, PARCEL 4706-26-100-035 TO REZONE FROM NEIGHBORHOOD SERVICE COMMERCIAL, TO OFFICE SERVICE DISTRICT"**. Motion carried.

Township Planner Paul Montagno reported the request to rezone the property at 1700 W. Highland Road, and on the intended use as a funeral home. He explained that many uses in the OSD are similar to the NSC in nature as being lower scale, lower size. Funeral home are not a permitted use in the NSC, but are allowed as a special use in the OSD, and a special use permit would be required. Paul took questions from the board, and a discussion followed. Todd Borek of Borek Jennings Funeral Home took questions from the Board. Discussion followed. No response from the public.

Motion by Counts, seconded by Manwiller, **"TO CLOSE THE PUBLIC HEARING"**. Motion carried.

Motion by Counts, seconded by Manwiller, **"TO MAKE A RECOMONDATION TO THE TOWNSHIP BOARD TO APPROVE FOR FILE # PC-2021-05. PARCEL 4706-26-100-035 FROM NEIGHBORHOOD SERVICE COMMERCIAL TO OFFICE SERVICE DISTRICT BASED ON THE PLANNERS REPORT DATED 9-23-2021"**. Roll was called, Manwiller – Yes, Haglund – Yes, Counts – Yes, Pominville – Yes, Markham – yes, Williams – Yes, Motion carried.

NEW BUSINESS:

- a. File # PC-2021-006, Parcel 4706-26-100-035, 1700 W. Highland Road, Howell. A request to amend the current site plan. Township Planner Paul Montagno reported on his review of the site plan presented. Paul took questions from the Board members, discussion on parking followed.

Motion by Counts, seconded by Manwiller, **"TO APPROVE FOR FILE # PC-2021-05, REQUEST TO AMEND CURRENT SITE PLAN FOR PARCEL 4706-26-100-035, CONTIGENT ON THE PLANNERS REPORT DATED 9-23-2021, THE ENGINEERS REPORT DATED 9-15-2021, ALL OTHER GOVERNMENT AGENCIES NOTED IN THE ENGINEERS REPORT, AS WELL SPECIEL ATTION TO SEWER CONCTION, STORM WATER RETENTION, AND GRADING"**.

Roll was called. Williams – Yes, Markham – Yes, Haglund – Yes, Pominville – Yes, Counts – Yes, Manwiller – Yes, Motion carried.

UNFINISHED BUSINESS:

- a. Master Plan, discussion on the survey and how we want to get it out to the public. A short discussion on rental unit and short term rental.

OTHER BUSINESS: Discussed a combined training session with the planning commission and the zoning board of review.

HOWELL TOWNSHIP
3525 BYRON ROAD, HOWELL, MI 48855
Phone: 517-546-2817 ext. 108
E-mail: inspector@howelltownshipmi.org

APPLICATION FOR AMENDMENT
Re-Zoning, Text Amendment

Fee: \$1000.00

File No: PC2021-05

Date: 8/30/21

Property ID#: 4706-26-100-035

1. Applicant: LEGACY REALTY, LLC DBA BOREK JENNINGS F.H.
Address: 312 S. MICHIGAN Ave Howell MI 48843
Telephone No: 517-546-0100 E-Mail: tda@borekjennings.com
2. Owner: LAKE TRUST CREDIT UNION
Address: 4605 S. Old US-23 BRIGHTON MI 48114
Telephone No: _____ E-Mail: _____
3. Zoning District: NSC - NEIGHBORHOOD SERVICE COMMERCIAL
4. Existing Use: CREDIT UNION
5. Proposed Use: FUNERAL HOME
6. Current Zoning Classification: NSC - NEIGHBORHOOD SERVICE COMMERCIAL
7. Proposed Zoning Classification: OS - OFFICE SERVICE DISTRICT
8. Legal description of property to be rezoned (attached copy if necessary):
SEE ATTACHED

9. Requested change in ordinance: _____

10. Requested change in zoning map: Rezone from

NSC TO OS

11. Reason for requested change: CHANGE IN USE FROM

CREDIT UNION TO FUNERAL HOME

12. Has the Applicant made a previous request to rezone the property?

NO

If so, state when and decision of the Township Board: _____

Owner, being first fully sworn, on oath deposes and says that all the above statements in this application herewith are true.

[Signature]
OWNER

Raynor D. Zillgitt, Jr
PRINT NAME

General Counsel
for Lake Trust
Credit Union

Subscribed and sworn to before me

This 27 day of August, 2021

Tanya A. Uries
Notary Public

Berrien County, Michigan

My commission expires: Nov. 26, 2025

Tanya A Uries
NOTARY PUBLIC - MICHIGAN
Berrien County
My Commission Expires November 26, 2025

REVISED 11-1-2018

AGENDA ITEM

8B-2



**REZONING REQUEST - | -
STAFF REPORT**

Z-32-21

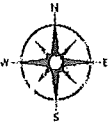
COUNTY CASE NUMBER:	Z-32-21	TOWNSHIP:	Howell Township
REPORT DATE:	October 13, 2021	SECTION NUMBER:	28
STAFF ANALYSIS BY:	Scott Barb	TOTAL ACREAGE:	10 acres

APPLICANT / OWNER:	Jeremy Kratt/R&K II, LLC
LOCATION:	Hydraulic Drive from Burkhart Road (western 10-acre portion of parcel)
LAND USE:	Currently vacant property

CURRENT ZONING:	REQUESTED ZONING:
I Industrial	IFZ Industrial Flex Zone
PERMITTED/SPECIAL USES (Not all inclusive):	PERMITTED/SPECIAL USES (Not all inclusive):
<p><u>Permitted:</u></p> <p>I: Agricultural products; Furniture and fixtures; Converted paper and products; Printing and publishing; Biological products, drugs, medical, and pharmaceutical preparation; Glass and associated products; Electrical machinery, equipment and supplies; Professional, scientific, and controlling instruments; Jewelry, canvas and associated products; Metalworking; Office, computing, and accounting machines; Jobbing and machine shops; Monuments; Major repair of vehicles; Lumber yards; Warehouses and distribution.</p>	<p><u>Permitted:</u></p> <p>IFZ: General office public or private; Educational and training facilities; Scientific and experimental research; Sales of vehicles and associated outdoor displays; Dealerships; Warehouses and distribution centers; Storage within completely enclosed structures; Mini-warehousing; Retail sales of parts equipment, plumbing, electrical, building materials, hvac, gardening, and landscaping; Service establishments; Woodworking; Tool and die, machine shops, injection molding; Contractors buildings; Any other similar use listed meeting similar criteria.</p>
<p><u>Special:</u></p> <p>I: Junk yards; Asphalt and concrete mixing; Any permitted principal or special use which cannot meet the minimum performance requirements for noise, vibration, smoke, dust, dirt, glare, toxic materials, odors, gasses, radiation, or other effect.</p>	<p><u>Special:</u></p> <p>IFZ: Indoor recreation facilities; Outdoor recreation facilities; Water parks; Commercial kennels; Veterinary clinics and animal hospitals; Storage of recreational vehicles; Open air businesses; Completely enclosed uses such as electrical machinery, professional and scientific instruments, fabricating metal products, vehicle repair facilities, towing facilities, propane storage and distribution, and sale or leasing of used vehicles not in conjunction with a new car dealership.</p>
<p>Minimum Lot Area: Minimum of 2 acres; 40,000 sq. ft. with public water and sewer.</p>	<p>Minimum Lot Area: Minimum of 2 acres; 40,000 sq. ft. with public water and sewer.</p>

TOWNSHIP PLANNING COMMISSION RECOMMENDATION AND PUBLIC COMMENTS:	ESSENTIAL FACILITIES AND ACCESS:
<p>The proposed rezoning was APPROVED at the September 28, 2021 public hearing at the Howell Township hall. There were no comments from the public on the proposed rezoning and comments from the planning commission focused only on the positive aspects of the proposed rezoning.</p>	Water: Well and public water supply (parcel dependent)
	Sewer: Septic and sanitary sewer (parcel dependent)
	Access: Access to the parcel is directly from Hydraulic Drive off of Burkhart Road.

EXISTING LAND USE, ZONING AND MASTER PLAN DESIGNATION:

		Land Use:	Zoning:	Master Plan:
	Subject Site:	Currently Vacant Parcel	I – Industrial	Innovation Zone
	To the North:	Industrial	I – Industrial	Innovation Zone
	To the East:	Vacant	I – Industrial	Innovation Zone
	To the South:	Industrial	IFZ – Industrial Flex Zone	Innovation Zone
	To the West:	Vacant	I – Industrial	Innovation Zone

ENVIRONMENTAL CONDITIONS:

Soils / Topography:	The site of the rezoning is primarily covered with Miami and Conover loam soils with 2 to 6 percent slopes. This is well suited for building and drainage and any potential development.
Wetlands:	DEQ maps illustrate no wetlands on the west 10 acres of the site that is being considered for rezoning.
Vegetation:	This property is currently undeveloped and in its natural vegetative state.
County Priority Natural Areas:	There are no designated natural areas on the site of the rezoning.

TOWNSHIP MASTER PLAN DESIGNATION:

The 2016 Howell Township Master Plan designates the subject parcel as part of the **Innovation Zone** and describes this future land use classification in the following way:

'The Innovation Zone is a proposed district that is intended to be flexible with regard to specific use while being more prescriptive with regard to design and quality of development. It is recognized that many of the uses currently permitted in one or more of the industrial or commercial districts could be compatible land uses. In fact, such uses have the same or similar building and special requirements. The flexibility of the district is intended to foster economic development, create job opportunities, and increase tax base by promoting the development or redevelopment of land that is adjacent to existing industrial and commercially developed property. Regulations should encourage the development of property in a manner that allows mixed industrial and commercial development; eliminates blighted properties; incorporates low impact design practices, as well as ensuring safe and complimentary vehicular and pedestrian circulation patterns; improves environmental quality and remediates degraded properties; and provides an attractive transition between residential and non-residential properties.'

One of the main goals of the Township Master Plan is to support the continued growth of industrial uses in appropriate areas of the Township. Location should be based on current development patterns, existing and planned infrastructure such as highways, rail lines, and utilities. The proposed rezoning of the west 10 acres of the subject property fits well within the planned intentions of the master plan by adhering to these objectives. The parcel is located in an area that is already developed heavily with industrial land uses and is part of the Township's Innovation Zone that specifically targets industrial and commercial properties within Howell Township.

COUNTY COMPREHENSIVE PLAN:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting policies that encourage appropriate land use management.

COUNTY PLANNING STAFF COMMENTS:

The applicant (Jeremy Kratt/R&K II, LLC) is proposing to rezone the west 10 acres of parcel #4706-28-100-052 from Industrial to Industrial Flex Zone for the purpose of constructing an indoor and outdoor storage facility. While the potential use of the property is commercial/industrial in nature and would be a reasonable fit for both zoning designations, the Industrial Flex Zone will allow the proposed use of the property as a special use. The subject site is currently located in an area that is already well developed with industrial related uses and is surrounded by properties that have already been rezoned to the Industrial Flex Zone classification. It should be further noted that the Innovation Zone master plan designation is directly linked with the recently created (within the last few years) Industrial Flex Zone District.

Section 23.02.D (5) establishes the criteria that the Township Planning Commission must consider when evaluating a rezoning of land. These standards include:

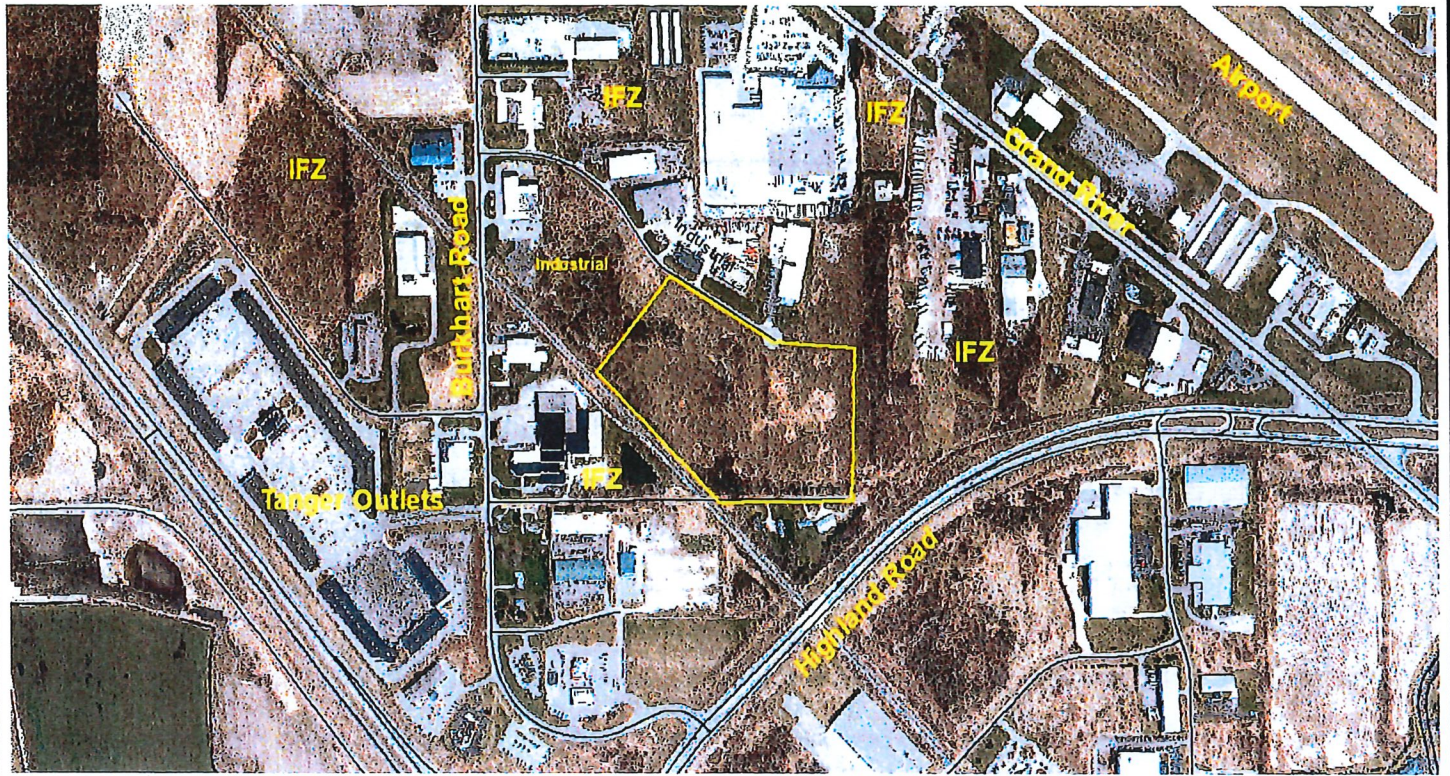
- 1. Whether the rezoning is consistent with the policies and uses provided for that area in the Township Master Plan.*
- 2. Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area.*
- 3. Whether any public services and facilities would be adversely affected by a development or use allowed under the requested rezoning.*
- 4. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of land.*

When consideration is given to the above requirements regarding a rezoning of land within the Township, we believe that the proposed rezoning is compatible with the intentions of both the Township Master Plan and the Township Zoning Ordinance. The rezoning is consistent with existing and intended development patterns in the immediate area and the proposed use of the property is well suited for the requested district.

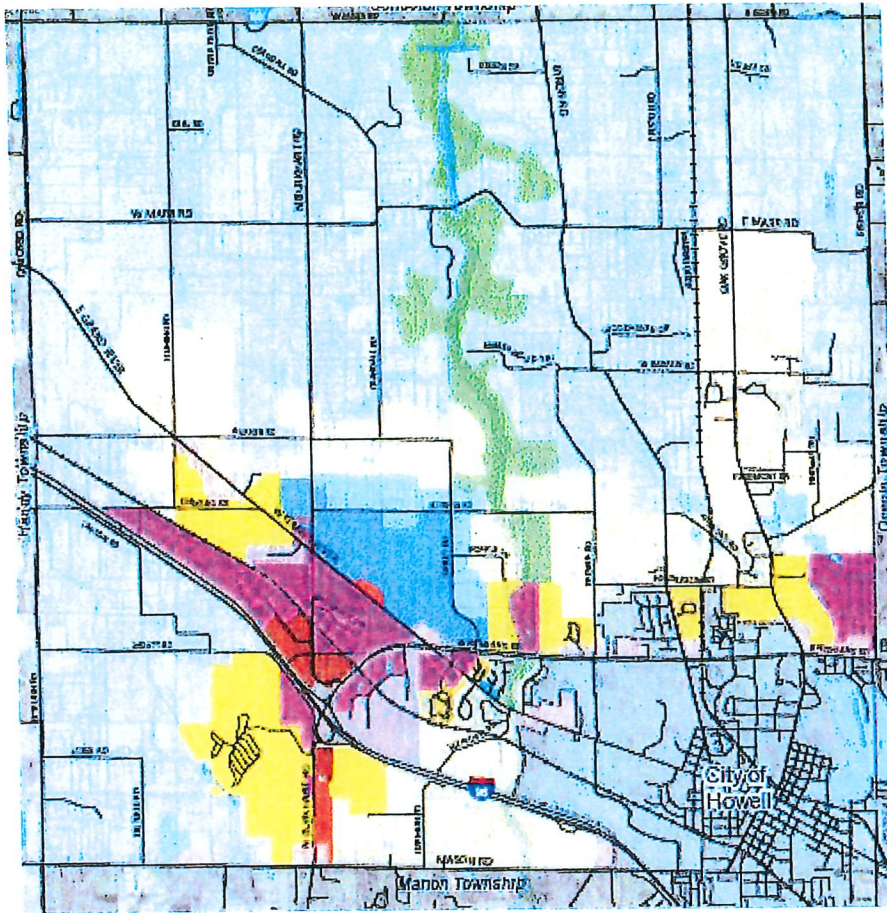
COUNTY PLANNING STAFF RECOMMENDATION:

APPROVAL: We believe the requested rezoning from I – Industrial to IFZ – Industrial Flex Zone is compatible with the Howell Township Master Plan and the Livingston County Master Plan.

EXISTING LAND USE MAP and SURROUNDING ZONING:



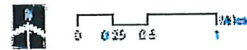
FUTURE LAND USE MAP:



- | | |
|---|--|
|  Innovation Zone |  Commercial - Regional Service |
|  Recreation and Preservation |  Industrial |
|  Airport |  Office |
|  Commercial - Airport |  Residential - Low Density |
|  Commercial - Local |  Residential - Medium Density |
|  Commercial - General |  Agricultural Preservation |
| |  Shilawassee River 200 foot Overlay |

FUTURE LAND USE

Howell Township, Livingston County

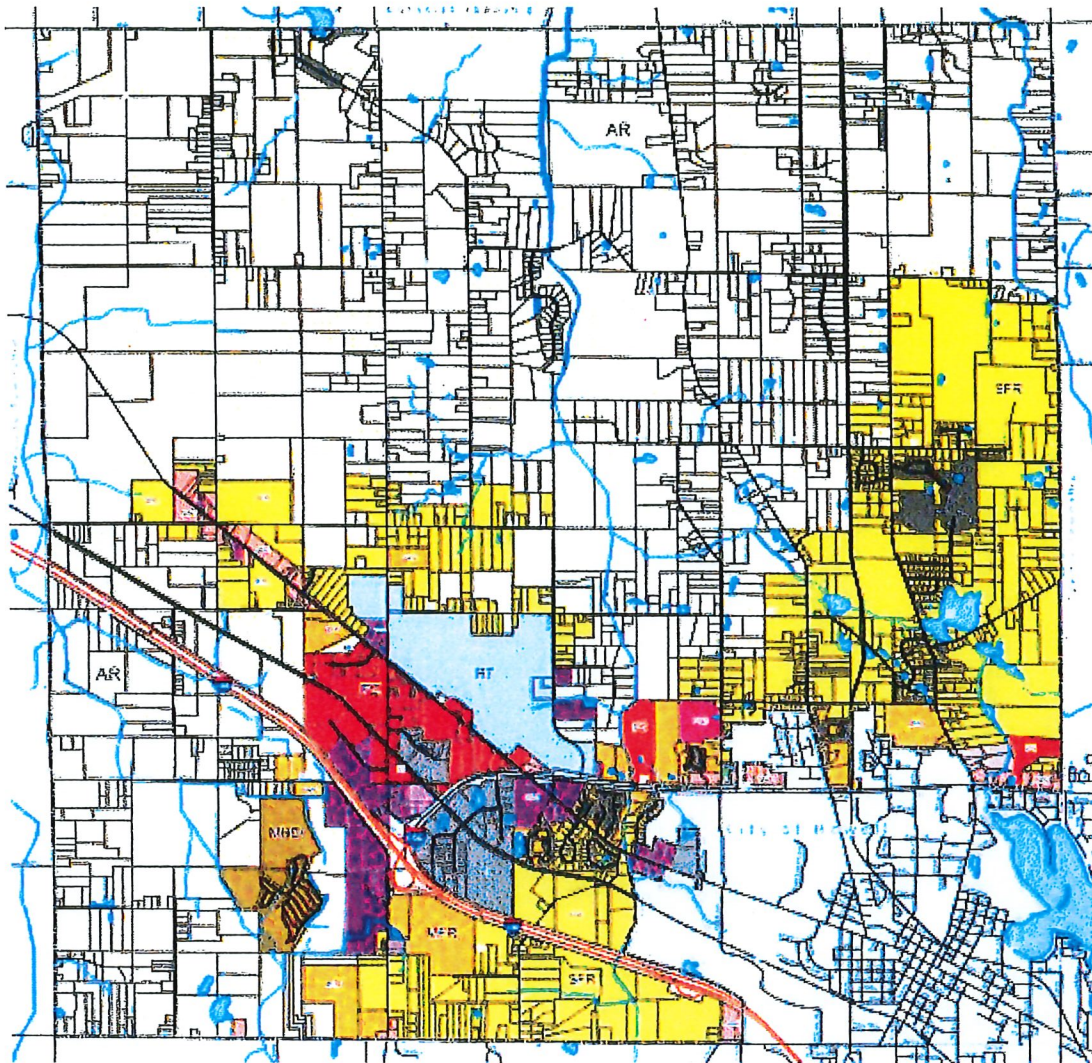


September 25, 2016

City of Howell Association, Inc.



CURRENT TOWNSHIP ZONING MAP:



Zoning Designation	
	Conditional Planning
	PLD - Planned Land Development
	AR - Agricultural Residential
	SFR - Single Family Residential
	MFR - Multiple Family Residential
	MHD - Manufactured Housing District
	CS - Civic Services
	NSC - Neighborhood Service Commercial
	HSC - Highway Service Commercial
	RSC - Regional Service Commercial
	IZ - Industrial Flex Zone
	I - Industrial
	RT - Research & Technology

I hereby certify that this is the official zoning map of the Township of _____, Michigan.
 Township Supervisor: *[Signature]*
 Date: _____

SITE PHOTO:



HOWELL TOWNSHIP PLANNING COMMISSION
MINUTES: SEPTEMBER 28, 2021, 6:30 P.M.
3525 BYRON RD. HOWELL TOWNSHIP HALL, HOWELL MI 48855 (517-546-2817)

MEMBERS PRESENT:

Martha Haglund Chairwoman
Wayne Williams Vice-Chairwoman
Peter Manwiller Secretary
Matthew Counts Board Rep.
Denise Markham Commissioner
Paul Pominville Commissioner

MEMBERS ABSENT:

Glen Miller Commissioner

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

The meeting was called to order at 6:30 p.m. The roll was called.

APPROVAL OF AGENDA: *MOTION* by Counts, seconded by Manwiller, “**TO APPROVE THE September 28, 2021 PLANNING COMMISSION AGENDA AS PRESENTED.**” Motion carried.

APPROVAL OF MINUTES: *MOTION* by Williams, seconded by Counts, “**TO APPROVE THE June22, 2021 PLANNING COMMISSION MINUTES AS PRESENTED.**” Motion carried.

TOWNSHIP BOARD REPORT: Matt Counts reported that June and July is budget time and the budget had been approved. In august they approved to use money that was received from covid to expand the internet access to the south west corridor of the Township. In September the Board approved expenditures to make improvements to the cemetery, to purchase a generator for the Township Hall. He also reported on a meeting with MDOT on M-59 and Oak Grove Road, they are working on possible changes and update to the intersection. Martha Haglund ask about the feasibility study for pathway along Oak Grove Road, discussion followed.

ZONING BOARD OF APPEALS REPORT: Martha reported that there has not been a ZBA meeting for several months.

ZONING ADMINISTRATOR REPORT: Monthly Permit list is attached. There were no questions.

HOWELL TOWNSHIP PARKS REPORT: Chairwoman Martha Haglund reported that Sleepy Howell will be coming up and that it would be a drive through event.

PUBLIC HEARING:

a. Motion by Counts, seconded by Pominville, “**TO OPEN THE PUBLIC HEARING FOR FILE # PC-2021-04, REQUEST TO REZONE PARCEL 4706-28-100-052**”. Motion carried.

Township Planner Paul Montagno reported that the request was to rezone the west 10 acres of the 21.5 acres site from Industrial to Industrial Flex Zone, and that there intent is to develop indoor and outdoor storage facility on the site. He noted that the IFZ is consistent with the Master Plan. Al Pruss with Monument Engineering present a brief over on the intended use for the site, and took question from the board members. Chairwoman Haglund took comments from the public. Jeff Layer the owner of Layer Properties at 1684 Hydraulic Drive had concerns

PUBLIC HEARING continued:

that any potentially development meet the same standards the he had to follow when he built. Discussion followed.
Motion by Manwiller, seconded by Williams, "TO CLOSE THE PUBLIC HEARING". Motion carried.

Motion by Manwiller, seconded by Williams, "TO MAKE A RECOMONDATION TO THE TOWNSHIP BOARD TO APPROVE THE REZONING FROM INDUSTRIAL TO INDUSTRIAL FLEX ZONE FOR FILE # PC-2021-04. PARCEL 4706-28-100-052 BEING THE WEST 10 ACRES OF THE 21.5 ACRES CONDITIONED ON THE PARCEL BEING SPLIT, BASED ON THE FINDINGS IN THE PLANNERS REPORT. Roll was called. Manwiller – yes, Haglund – Yes, Counts – Yes, Pominville – Yes, Markham – Yes, Williams – Yes, Motion carried.

b. Motion by Williams, seconded by Pominville, "TO OPEN PUBLIC HEARING FOR FILE # PC-2021-05, PARCEL 4706-26-100-035 TO REZONE FROM NEIGHBORHOOD SERVICE COMMERCIAL, TO OFFICE SERVICE DISTRICT". Motion carried.

Township Planner Paul Montagno reported the request to rezone the property at 1700 W. Highland Road, and on the intended use as a funeral home. He explained that many uses in the OSD are similar to the NSC in nature as being lower scale, lower size. Funeral home are not a permitted use in the NSC, but are allowed as a special use in the OSD, and a special use permit would be required. Paul took questions from the board, and a discussion followed. Todd Borek of Borek Jennings Funeral Home took questions from the Board. Discussion followed. No response from the public.

Motion by Counts, seconded by Manwiller, "TO CLOSE THE PUBLIC HEARING". Motion carried.

Motion by Counts, seconded by Manwiller, "TO MAKE A RECOMONDATION TO THE TOWNSHIP BOARD TO APPROVE FOR FILE # PC-2021-05. PARCEL 4706-26-100-035 FRON NEIGHBORHOOD SERVICE COMMERCIAL TO OFFICE SERVICE DISTRICT BASED ON THE PLANNERS REPORT DATED 9-23-2021". Roll was called, Manwiller – Yes, Haglund – Yes, Counts – Yes, Pominville – Yes, Markham – yes, Williams – Yes, Motion carried.

NEW BUSINESS:

- a. File # PC-2021-006, Parcel 4706-26-100-035, 1700 W. Highland Road, Howell. A request to amend the current site plan. Township Planner Paul Montagno reported on his review of the site plan presented. Paul took questions from the Board members, discussion on parking followed.

Motion by Counts, seconded by Manwiller, "TO APPROVE FOR FILE # PC-2021-05, REQUEST TO AMEND CURRENT SITE PLAN FOR PARCEL 4706-26-100-035, CONTIGENT ON THE PLANNERS REPORT DATED 9-23-2021, THE ENGINEERS REPORT DATED 9-15-2021, ALL OTHER GOVERNMENT AGENCIES NOTED IN THE ENGINEERS REPORT, AS WELL SPECIEL ATTION TO SEWER CONCTION, STORM WATER RETENTION, AND GRADING".

Roll was called. Williams – Yes, Markham – Yes, Haglund – Yes, Pominville – Yes, Counts – Yes, Manwiller – Yes, Motion carried.

UNFINISHED BUSINESS:

- a. Master Plan, discussion on the survey and how we want to get it out to the public. A short discussion on rental unit and short term rental.

OTHER BUSINESS: Discussed a combined training session with the planning commission and the zoning board of review.

HOWELL TOWNSHIP
3525 BYRON ROAD, HOWELL, MI 48855
Phone: 517-546-2817 ext. 108
E-mail: inspector@howelltownshipmi.org

APPLICATION FOR AMENDMENT
Re-Zoning, Text Amendment

Fee: \$1000.00 File No: PC2021-04 Date: 8.17.21

Property ID#: 4706-062-810-0052

1. Applicant: Jeremy Kraft

Address: 263 Great Pines Oxford MI 48377

Telephone No: 248-941-3095 E-Mail: Jeremy.Kraft@hotmail.com

2. Owner: R4K II, LLC (Ken Culver)

Address: PO Box 1297, Fowlerville MI 48836

Telephone No: (313) 938-9237 E-Mail: Culverdi81@gmail.com

3. Zoning District: Industrial

4. Existing Use: VACANT

5. Proposed Use: Indoor + Outdoor Storage

6. Current Zoning Classification: Industrial

7. Proposed Zoning Classification: IF2

8. Legal description of property to be rezoned (attached copy if necessary):

See Attachment
Parcel # 7; 10.00 ± Acres
Part of parcel ID 4706-28-100-052

9. Requested change in ordinance: N/A

10. Requested change in zoning map: Change to Industrial Flex zone

11. Reason for requested change: Very High demand for Campers, RV's, Boats

12. Has the Applicant made a previous request to rezone the property?

No

If so, state when and decision of the Township Board: _____

Owner, being first fully sworn, on oath deposes and says that all the above statements in this application herewith are true.

Ken Culver
OWNER

Ken Culver
PRINT NAME

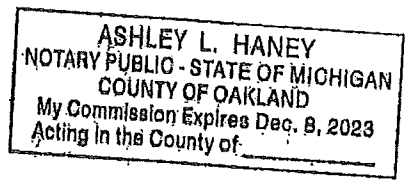
Subscribed and sworn to before me

This 23rd day of August, 2021

Ashley L. Haney
Notary Public

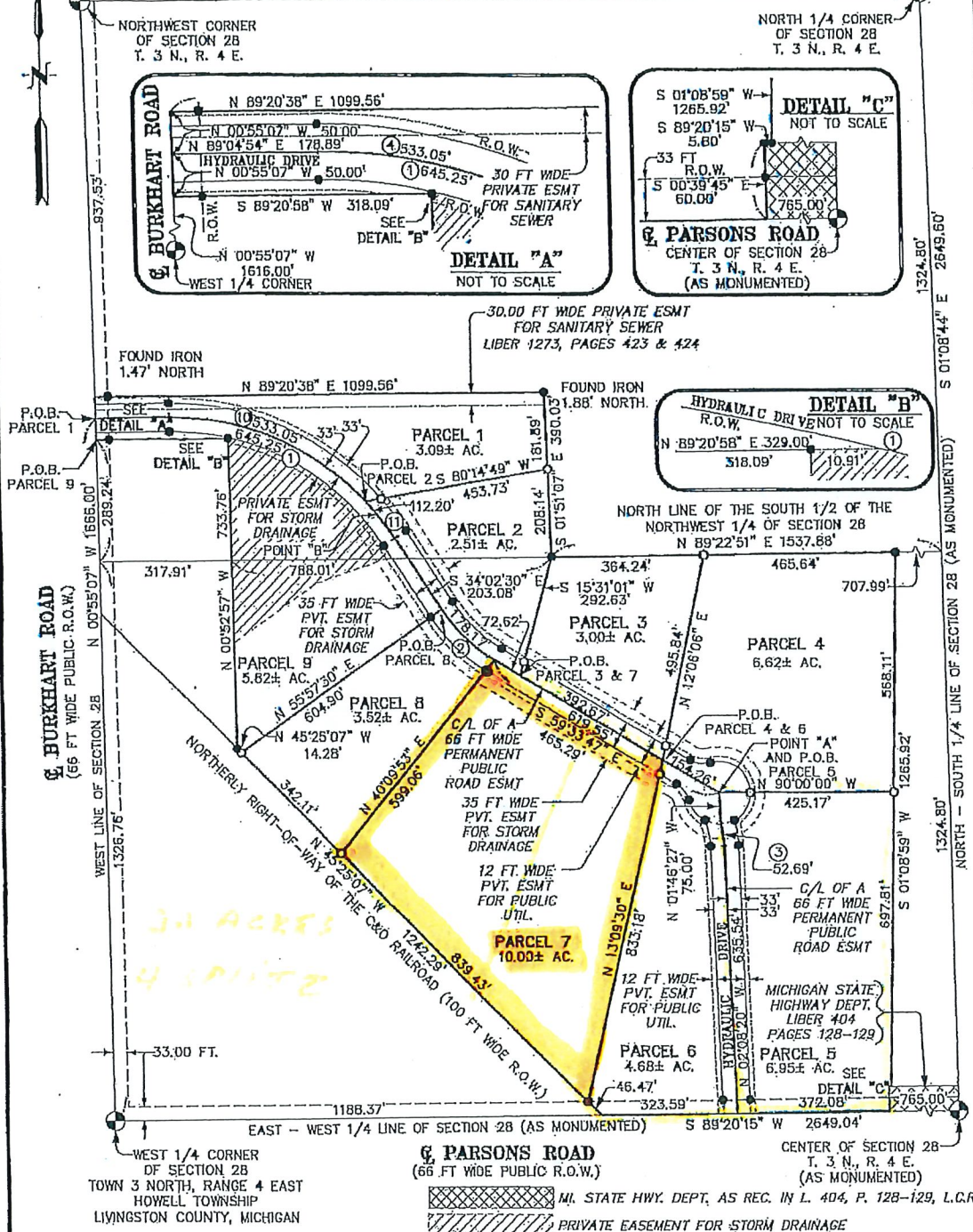
Oakland County, Michigan

My commission expires: Dec 8, 2023



CERTIFICATE OF SURVEY

NORTH LINE OF SECTION 28 N 89°25'27" E 2638.56'



3.11 ACRES
4.11 ACRES

MI. STATE HWY. DEPT., AS REC. IN L. 404, P. 128-129, L.C.R.
PRIVATE EASEMENT FOR STORM DRAINAGE

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE LAND HEREIN PLATTED AND/OR DESCRIBED ON 9/2/99, AND THAT THE RATIO OF CLOSURE ON THE UNADJUSTED FIELD OBSERVATIONS OF SUCH SURVEY WAS 1/10,000 OR BETTER, AND THAT ALL OF THE REQUIREMENTS OF ACT NO. 132, P.A. 1970 (AS AMENDED) HAVE BEEN COMPLIED WITH.
NOTE: BEARINGS ARE BASED ON MDOT PLANS FOR HIGHWAY 1-96, FILE #47-R-2, PROJ. 47-26, SHEET 51.

LEGEND	
○ = SET 3/4" x 18" IRON PIPE WITH CAP	● = FOUND IRON
□ = MARKED PS # 33971	▣ = FOUND MONUMENT
-x-x-	= FENCE LINE
ALL DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF, (R) INDICATES A MEASUREMENT OF RECORD.	
SECTION 28, TOWN 3 NORTH, RANGE 4 EAST HOWELL TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN	
SCALE: 1 IN. = 300 FT.	
JOB NO. 1-06-28-912B	DATE: 02/23/00
DWG NO: 9128-132	SHEET 1 OF 9
	DRAWN: LMC

CLIENT: **ROB HUGHES**

DESINE INC ENGINEERS

7011 W. GRAND RIVER AVE.
BRIGHTON, MICHIGAN 48114
(810) 227-9535

MARY A. BARNWELL
PROFESSIONAL SURVEYOR No. 33971



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Date: September 21, 2021

**Land Use and Zoning Analysis
For
Howell Township, Michigan**

Applicant: Jeremy Kratt
263 Great Pine
Oxford, MI 48371

Project Name: Culver Rezoning

Location: South Side of Hydraulic Drive (Parcel ID: 4706-28-100-052)

Current Zoning: I – Industrial

Action Requested: Rezoning from I – Industrial to IF – Industrial Flex

Required Information: As noted in the following review.

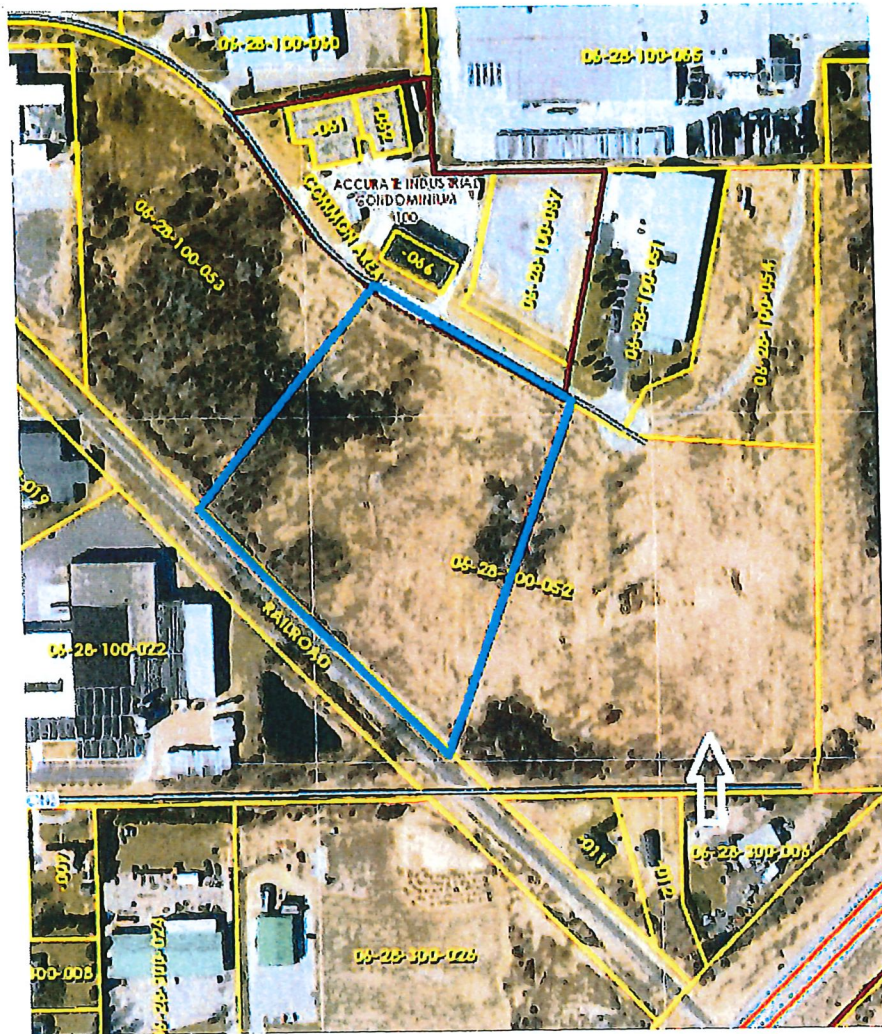
PETITION

The applicant is requesting a rezoning for the western 10 acre portion of parcel 4706-28-100-052 located on the South Side of Hydraulic Drive. The petitioner requests that the zoning of the parcel be amended from I – Industrial to IF – Industrial Flex. In their application, the applicant indicates they intend on developing an indoor and outdoor storage facility.

SITE DESCRIPTION/CURRENT USE

The parent parcel to the subject site is 21.53 acres. The applicant has provided a survey drawing in their application showing how the parcel is proposed to be divided. The site is currently undeveloped. The site contains wetlands and open space and a few small stands of mature trees.

Figure 1 - Aerial Image of Site and Surroundings



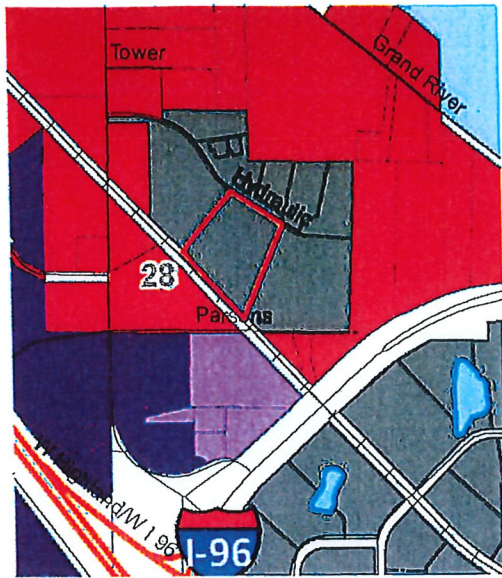
SURROUNDING ZONING AND LAND USE

The following chart compares zoning, future land use designation per the Master Plan, and existing land use for the subject parcel and its adjacent parcels.

	Zoning	Existing Land Use	Future Land Use Designation
Subject parcels	I – Industrial	Vacant	IFZ – Industrial Flex Zone
North	I – Industrial	Industrial	IFZ – Industrial Flex Zone
South	IFZ – Industrial Flex Zone	Industrial	IFZ – Industrial Flex Zone
East	I – Industrial	Vacant	IFZ – Industrial Flex Zone
West	I – Industrial	Vacant	IFZ – Industrial Flex Zone

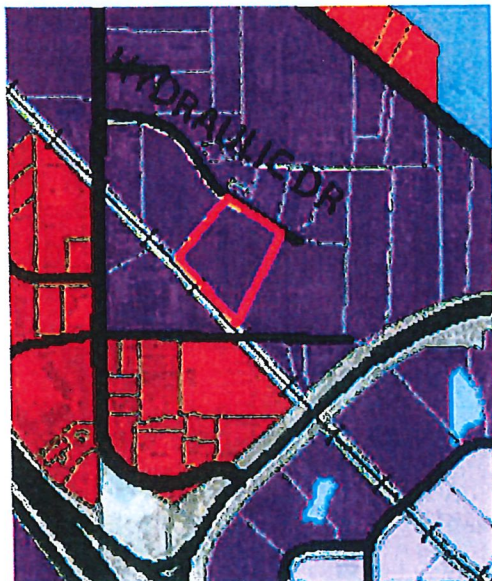
MASTER PLAN

Figure 2 - Current Zoning Map



- AR - Agricultural Residential
- SFR - Single Family Residential
- MFR - Multiple Family Residential
- MHD - Manufactured Housing
- OS - Office Service
- NSC - Neighborhood Service Commercial
- HC - Heavy Commercial
- HSC - Highway Service Commercial
- RSC - Regional Service Commercial
- I - Industrial
- RT - Research & Technology
- PUD - Planned Unit Development
- * Conditional Zoning

Figure 3 - Future Land Use Map



- Innovation Zone
- Recreation and Preservation
- Airport
- Commercial - Airport
- Commercial - Local
- Commercial - General
- Commercial - Regional Service
- Industrial
- Office
- Residential - Low Density
- Residential - Medium Density
- Agricultural Preservation
- Shiawassee River 200 foot Overlay

As noted above and depicted in Figure 2 which depicts the current zoning map, the subject parcel is currently zoned Industrial. Figure 3 depicts the Future Land Use Map from the adopted 2016 Howell Township Master Plan. The Future Land Use Plan designates the subject site as being Innovation Zone.

DEVELOPMENT POTENTIAL

Current Zoning

I – Industrial

It is the intent of the industrial district to provide for the development of sites for industrial plants in which they manufacture of goods in the form of finished or semi-finished products or the assembly, compounding, or treatment of product parts or ingredients in order to create finished or semi-finished goods for sale to other industrial manufacturers, or to bulk or wholesale commercial purchasers.

Proposed Zoning:

IF – Industrial Flex Zone:

The purpose of the Industrial Flex Zone Classification is to provide flexibility for land uses while being more prescriptive regarding design and quality of development. Many industrial or large format commercial uses could be compatible, because such uses often have the same or similar building and spatial requirements such as floor area and building height.

Among the uses aloud in this district, Mini-warehousing, when conducted completely within a building, or structure is a use permitted by right. Storage of recreational vehicles is considered a special use. However, any of the various uses permitted in this district as indicated in Article XII may be proposed on this lot if the rezoning were to be approved.

FINDINGS FOR REZONING

In reviewing an application for the rezoning of land, whether the application be made with or without an offer of conditions, factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

- a) Whether the rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

CWA The Future Land Use Map in the Master Plan designates this area as being Innovation Zone. This designation led to the creation of the Industrial Flex Zone in the Zoning ordinance. Therefore, the proposed zoning is consistent with the policies in the master plan.

- b) Whether all uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

CWA The proposed rezoning is consistent with the existing and intended development pattern in the area. As indicated by the maps and tables in this report the subject site is surrounded by industrial use and/or lands that are zoned or planned for Industrial and Industrial Flex Zoning.

- c) Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning; and

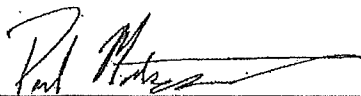
CWA We don't expect any additional significant impacts to be generated by rezoning the property. Typically, industrial uses don't require significant public services, except that they may have significant water or sewer needs. The proposed development is within the sewer and water services district. If the site is developed for the intended storage facility, services will be minimal. However, any use proposed for this site will be evaluated during the site plan review stage.

- d) Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

CWA This land is well suited for either uses permitted in the I district or the IF district.

RECOMMENDATIONS

Based on the findings above the rezoning appears to be consistent with the master plan policies and compatible with the existing and plan surrounding land uses. The Planning Commission should review each of the findings in this review to determine if the proposed rezoning is appropriate before making a recommendation to the Township Board. If the Township decides to move forward with the rezoning, we would recommend that the land be split prior to completing the rezoning.



CARLISLE/WORTMAN ASSOC., INC.
Paul Montagno, AICP
Senior Associate

#308-2102