

CHARTER TOWNSHIP OF FLUSHING

6524 N. SEYMOUR ROAD

FLUSHING, MICHIGAN 48433

810-659-0800

FAX: 810-659-4212

PLANNING COMMISSION MEETING

DATE: AUGUST 11, 2008

TIME: 7:00 P.M.

WEB ADDRESS <http://www.flushingtowship.com>

MEMBERS OF PLANNING COMMISSION

Mark J. Newman, Chair

Richard Buell

Jerome Doyle, Vice Chair

Ronald Flowers

Eric Swanson, Secretary

David Gibbs

Barry Pratt, Board of Trustee Representative

Jerald W. Fitch, Building Inspector

Julia A. Morford, Recording Secretary

PRESENT: Newman, Doyle, Swanson, Flowers, Gibbs, Pratt, Fitch, and Morford

ABSENT: Buell

OTHERS PRESENT: None

I. MEETING CALLED TO ORDER at 7:00 p.m. by Planning Commission Chair

MARK NEWMAN with Roll Call and the Pledge to the American Flag.

II. ADOPTION OF AGENDA: FLOWERS MOVED, seconded by Pratt to adopt the Agenda as presented. **MOTION CARRIED.**

III. APPROVAL OF MINUTES: There were none available for review.

IV. PUBLIC HEARING OPENED AT 7:05 P.M.: AN ORDINANCE TO AMEND SECTION 20-200 OF THE ZONING ORDINANCE FOR THE TOWNSHIP OF FLUSHING TO INCLUDE THE STATUTORY DEFINITIONS FOR "CHILD CARE CENTER" "FAMILY DAY CARE HOME" AND "GROUP DAY CARE HOME" AND TO PROVIDE FOR THE ISSUANCE OF A SPECIAL USE PERMIT FOR A CHILD CARE CENTER, FAMILY DAY CARE HOME, OR GROUP DAY CARE HOME ON THE CONDITIONS ESTABLISHED HEREIN.

SPECIFICATIONS:

- No one was present in the audience to agree or oppose the issue.
- No type of correspondence had been received.

- There were two (2) typographical errors in the proposed ordinance that needed to be changed:
 - Page 1:** *Family Day Care Home* – “Family day care home includes a home. . .during a calendar year” **changed to** “Family day care home includes a home in which care is given to an unrelated minor child for more than 4 weeks during a calendar year.”
 - Page 2:** *Section C – Group Day Care Home – number 4* – “The property is located nor closer. . . to any of the following” **changed to** “The property is located no closer than 1,500 feet to any of the following.”

PRATT MOVED, seconded by Swanson to accept, with the correction of the two (2) typographical corrections, the ordinance as submitted and pass along to the Board of Trustees for their approval.

ROLL CALL VOTE:

AYES: Doyle, Swanson, Gibbs, Pratt, and Newman

NAYS: Flowers MOTION CARRIED

ABSENT: Buell

7:08 P.M. - PUBLIC HEARING CLOSED

V. UNFINISHED BUSINESS:

None

VI. NEW BUSINESS:

1. Review and Discussion of the “To Do List” per the Michigan Zoning Enabling Act.

NEWMAN made reference to a “**TO DO LIST**” of Actions for Communities to Take Immediately; and by 2011.

When the zoning laws had first been discussed, there had been issues where some municipalities, who didn’t have a Planning Commission, were being treated differently than the municipalities that had a Planning Commission. The “**TO DO LIST**” is specifically for Planning Commissions.

There are two (2) Sections on the list: **1)** Zoning Ordinance Updates to Comply with the Michigan Zoning Enabling Act as Amended by PA 12, of 2008 **AND 2)** Actions to Comply with the Michigan Planning Enabling Act, PA 33 of 2008. (The list had been obtained at a *Planning Commission Zoning Seminar* that had been held in Frankenmuth, Michigan on July 2008 from which three (3) Flushing Township Planning Commission Members had attended.)

DISCUSSION:

- **FLOWERS** stated one of the first things that had been reviewed at the class was how the Planning Commission had been formed? (A *Resolution*, dated June 10, 1976, showed when the Charter Township of Flushing Planning Commission was formed). **FLOWERS** felt the *By-Laws and Rules of Procedures* was another item that needed to be reviewed to make sure that every Commission Member was satisfied with the accomplishments. The *Budget* for next year's funding also needed to be reviewed.
- **PRATT** felt there should be a pay increase for the Planning Commission Members since the Chair has to prepare a budget and report of everything that was accomplished by the Planning Commission.
- **DOYLE** stated in the past, updates have been prepared at the meetings so there wouldn't be a need for extra meetings.
- **FITCH** doesn't anticipate a lot of things that have to be done because the Zoning Ordinance was updated recently.
- **DOYLE** stated **ATTORNEY STEVE MOULTON (ATTORNEY MOULTON)** had come to a Planning Commission Meeting and reviewed the *By-Laws* at a minimum cost. **PRATT** felt in addition to the *By-Laws*, *Conflict of Interest* and the *Budget* also needed to be reviewed.
- **NEWMAN** stated the *Budget* and the *Report* would be an on-going recurring obligation.
- **PRATT** stated there had to be mandated meetings with the public regarding the Master Plan, which created more work for the Planning Commission.
- **FITCH** will review the *By-Laws and Rules of Procedures* and return to the Planning Commission with the results.
- **FLOWERS** stated there were issues such as a Planning Commission member who was also on the Zoning Board of Appeals (ZBA) but could only vote only one time; would there be a conflict of interest.
- **SWANSON** felt it was going to be very interesting if there were only three (3) members present at a Planning Commission Meeting and the Planning Commission Member (who was also on the ZBA) could not vote!
- **NEWMAN** felt the Planning Commission should choose a few items to review at each Planning Commission Meeting.
- **DOYLE** felt the Planning Commission should review all the information and make sure everything was correct.
- **NEWMAN** stated the Planning Commission would have to think "long term" to make sure the information was placed in the ordinances. The more information in the ordinances would not only help the Planning Commission but would put the public on notice as to their responsibilities.
- **SWANSON** wanted to know if the Planners would be working with the Planning Commission to help update the ordinances.
- **DOYLE** stated Rowe Inc had worked with the Planning Commission in the past; Rowe Inc had recently held a meeting at Mott Community College Regional Tech Center (Flint,

MI) and there were plans for another planning class on October 29, 2008 at the same location.

- **DOYLE** recommended all Planning Commission Members attend the October 29, 2008 Meeting at Mott College sponsored by Rowe Inc.
- **NEWMAN** stated he felt some of the information on the “**TO DO LIST**” pertained to communities that didn’t have a Planning Commission.
- **FITCH** will check on the status of the October 29, 2008 Meeting sponsored by Rowe Inc and make reservations for the Planning Commission.

QUESTIONS?

- Section II, Actions to Comply with the Michigan Planning Enabling Act, PA 33 of 2008:

No. 5a – Once a master plan has been adopted, start the process of reviewing proposed public works proposals (major new infrastructure and capital improvements).

1. What does the Planning Commission have to do with capital improvements?
2. **FLOWERS** stated now any capital improvements are suppose to come to the Planning Commission for approval.
3. **SWANSON** stated the local unit of government could exempt the issue; **NEWMAN** stated without water and sewer the issue could be exempt, but Flushing Township had both water and sewer.
4. **FITCH** doesn’t have any problem with Flushing Township installing the water and sewer lines; currently when someone wants a water or sewer line installed, the individual circulated a petition to obtain signatures.
5. **DOYLE** stated if there was a subdivision, the Planning Commission had to review the issue.
6. **SWANSON** stated the Planning Commission could review the issue but the County or a private company installed the water/sewer lines.

No. 7 – Master Plan: Ensure that the required 5 year review is scheduled. Establish when the master plan was adopted and/or had its last formal review.

1. **FLOWERS** stated Flushing Township’s Master Plan would expire in 2012.
2. **DOYLE** recommended having the Master Plan up to date before the deadline.

No. 8 – Education of the Public.

1. **PRATT** felt education of the public was part of the mandated requirements that had been mentioned.

VII. PUBLIC COMMENTS:

7:43 P.M. – OPENED TO THE PUBLIC FOR NON-AGENDA ITEMS

None

7:44 P.M. - CLOSED TO THE PUBLIC FOR NON-AGENDA ITEMS

VIII. BOARD COMMENTS:

1. **FLOWERS** recommended the “**TO DO LIST**” be referred to *Unfinished Business* for the September 8, 2008 Planning Commission Meeting.
2. **NEWMAN** stated the Budget and By-Laws should also be discussed.
3. **FLOWERS** stated the State may take care of the wind turbine situation – noise and set backs are the main issues.
4. **DOYLE** felt the Planning Commission should be the first place for citizens to come to.
5. **DON'T FORGET THE NEXT PLANNING COMMISSION MEETING WILL BE MONDAY, OCTOBER 6, 2008 DUE TO COLUMBUS DAY BEING ON OCTOBER 13, 2008.**

IX. MEETING SCHEDULE:

REGULAR SCHEDULED MEETING – MONDAY – SEPTEMBER 8, 2008 AT 7:00 P.M.
REGULAR SCHEDULED MEETING – MONDAY – OCTOBER 6, 2008 AT 7:00 P.M.
REGULAR SCHEDULED MEETING – MONDAY – NOVEMBER 10, 2008 AT 7:00 P.M.
REGULAR SCHEDULED MEETING – MONDAY – DECEMBER 8, 2008 AT 7:00 P.M.

X. ADJOURNMENT: Due to lack of business matters, **NEWMAN** adjourned the meeting at 7:46 p.m. for Refreshments compliments of Ron Flowers.

MARK J. NEWMAN, Chair

JULIA A. MORFORD, Recording Secretary

ERIC SWANSON, Secretary

Date of Approval