

# CHARTER TOWNSHIP OF FLUSHING

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## PLANNING COMMISSION DRAFT MINUTES

**MARCH 10th, 2025**

**TIME: 6:00 P.M.**

### MEMBERS OF PLANNING COMMISSION

Chair – Vicki Peivandi

Vice Chair – William Mills

Secretary – Amy Bolin

Board of Trustees Representative – Terry A. Peck

Jeanette Sizemore, Recording Secretary

Kyle Raup

Matt Strnad

Michael Moon

- I. MEETING CALLED TO ORDER** at 6:00 P.M. by Planning Commission Chairperson Peivandi with Roll Call and Pledge of Allegiance to the American Flag.

#### ROLL CALL

**PRESENT:** Peivandi, Moon, Strnad, Raup, Bolin and Peck

**ABSENT:** Mills

**OTHERS PRESENT:** One (1) other were present.

#### II. APPROVAL OF AGENDA

**TREASURER PECK MOVED**, supported by Commissioner Bolin to approve to agenda.

**THE MOTION CARRIED.**

#### III. APPROVAL OF PREVIOUS MINUTES

**TREASURER PECK MOVED**, supported by Commissioner Strnad to approve previous minutes.

After no discussion the following motion was made.

#### ACTION ON THE MOTION

##### ROLL CALL VOTE

**AYES:** Bolin, Peivandi, Raup, Moon, Peck and Strnad

**NAYS:** None

**ABSENT:** Mills

**THE MOTION CARRIED.**

#### IV. PUBLIC COMMENTS FOR AGENDA ITEMS ONLY

**OPEN FOR PUBLIC COMMENTS 6:02 P.M.**

None

**CLOSED FOR PUBLIC COMMENTS 6:02 P.M.**

**V. UNFINISHED BUSINESS**

**OPEN TO UNFINISHED BUSINESS: 6:03 PM**

1. Discussion and possible motion on Chapter 19 Nuisances Article 3 Section 65 RV's –  
Revise to allow front RV use with adjoining property permission for certain time periods  
no storage or covers allowed

**TREASURER PECK MOVED**, supported by Commissioner Raup to approve this ordinance as it has been amended with additional changes to section 36-1803 C, changing 30 days reference to 15 days.

After much discussion on the RV ordinance, Treasurer Peck withdrew the motion.

**TREASURER PECK MOVED**, supported by Commissioner Raup to approve this ordinance as it has been amended with changing in section 36 – 1803 C changing 30 days reference to 15 days. In the same paragraph changing (shall be renewed by building inspector) being changed to (shall be renewed by Township Official). And on the previous page 36 – 319 (i), used to be (h) no permanent or accessory wall structure shall be attached to any trailer to recreational vehicle instead of trailer. And correcting typo on section 36-319 B (b) sentence (for residential lots than exceed 125 ft wide) should say (that exceed 125ft wide) and 36-319 fix the a, b, c, d reference to approve the revisions as is have Rowe create a clean copy of the RV Ordinance and move to next meeting.

After no further discussion the following motion was made.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Raup, Peivandi, Moon, Peck, Strnad and Bolin

**NAYS:** None

**ABSENT:** Mills

**THE MOTION CARRIED.**

**(Below is the RV Ordinance discussion points.)**

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Sec. 19-65. Storage of junk motor vehicles (automobiles) restricted.

(A) Except as provided below, no junk motor vehicle (automobile) shall be kept for any period of thirty (30) days or longer upon any premises within the township, which premises are not a licensed junk yard of which premises are not a public motor

vehicle repair garage regularly used and occupied, as a legal commercial public motor vehicle repair garage.

(B) This section shall not prohibit the keeping of farm tractors or other motorized farm equipment upon any farm on which such tractor or farm equipment is regularly used for farming operations nor shall it prohibit the keeping of motorized construction equipment upon commercial premises legally devoted to such construction business if such construction equipment is regularly used or in a usable condition.

(C) This section shall not prohibit the keeping or storage of junk motor vehicles provided same are kept and stored within a completely enclosed building. No owner, occupant or possessor of land within the Township shall keep or permit to be kept at any time on such land, any recreational vehicle unless the recreational vehicle is properly stored, as provided in this ordinance. Sec. 36.319. In addition, a recreational vehicle may be kept in the rear yard (as defined in Sec. 36-200 of the Charter Township of Flushing Zoning Ordinance) and only in the rear yard if the frontage of the property is less than 125 feet. If the frontage of the property is equal to or more than 125 feet, the recreational vehicle may be kept in the rear yard or the side yard as defined in the zoning ordinance. A recreational vehicle may be kept on a driveway for a period of appropriate seasonal use, provided, as located on the driveway, the recreational vehicle is a minimum of one hundred (100) feet from any window or door of any residence adjoining or across the street from the property where the vehicle is kept. Any violation of Section 19-65 (C), as amended, shall be a misdemeanor punishable by fine not to exceed Five Hundred Dollars (\$500) and/or imprisonment not to exceed 90 days.

(D) The owner, occupant or possessor of land within the township may keep and store no more than four (4) junk motor vehicles (automobiles) upon the following conditions:

1. The owner, occupant or possessor of the land on which the junk vehicles (automobiles) are stored intends to repair or restore same or to use all or part of the stored junk vehicles (automobiles) in the repair or restoration of other vehicles (automobiles).
2. The issuance of a permit by the township police department setting forth that the junk vehicles (automobiles), as described in the permit, may be stored within an area enclosed by a six-foot high privacy fence, which prevents the junk motor vehicles (automobiles) from being visible outside the storage area.
3. Note-Fence construction requires permit from the building department.  
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4. The storage area shall consist of an area no larger than eight hundred (800) square feet, located in the back yard of the premises and located a minimum of twenty-five (25) feet from the back lot line and each side lot line of the premises.
5. Requests for a permit shall be submitted annually in writing to the police department and shall include the applicant's name, address and telephone number, and proof of ownership; a description of the junk motor vehicles

(automobiles) to be stored including VIN number; the address of the premises where the junk motor vehicles are to be stored and a diagram of the specific area on the premises where the junk motor vehicles are to be stored; and a statement as to the intended final disposition of each junk motor vehicle. A non-refundable application fee established by the Township Board shall be paid to the township police department when the application is submitted. Fees shall be payable to the Township or its authorized agent. A schedule of fees as approved by the Township Board shall be maintained on file at the Township offices.

6. Upon receipt of the application, the township police department shall review the application and inspect the premises and storage area and, if the police department finds the junk motor vehicles to be stored within the proposed storage area will not be visible from the outside of the storage area and that the storage of the junk motor vehicles will not pose a threat to the public health, safety and welfare, the township police department may issue a permit. The permit shall be good for a period of one (1) year. The permit may be renewed at the discretion of the police chief, but only, if reasonable progress toward the repair or restoration of the junk motor vehicles was made during the period of the prior permit.

(Ord. No. 54, § IV; 9-28-89; Ord. No. 54-D, 1-13-94)

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#### Sec. 36-200. Definitions.

Recreational vehicle means a vehicular type unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. The basic entities are: travel trailer, camping trailer, truck camper and motor home. means any vehicle designed to be used primarily for recreational purposes to move one or more persons over the ground, air, water, ice or snow, and which is either selfpropelled or connects to a vehicle which is self-propelled, including, but not limited to, house trailers, recreational trailers, trailer coaches, campers, fifth wheels, pickup campers, motor homes, folding tent trailers, boats and boat trailers, golf carts, all-terrain vehicles, off-road recreational vehicles, aircraft; provided, however, that any such vehicle or unit which is 40 feet or more in overall length and connected to water or sewer facilities shall be considered a mobile home and shall be subject to all regulations of all ordinances applicable to a mobile home.

#### Sec. 36-318. Temporary Dwelling Structure, Fixed or Movable

No temporary structure, whether of a fixed or movable nature, may be erected, altered, or moved upon any premise and used for dwelling purposes, unless approved by issuance of a non-discretionary special use permit by the Zoning Administrator as elsewhere provided.

The temporary structure shall have properly designed and approved self-contained waste disposal and/or containment facilities or shall have access to and unlimited use of the sanitary facilities of the dwelling located on the same zoning lot.

#### Sec. 36.319 Temporary Travel Trailer or Recreational Vehicle Temporary Parking and Storage

(A) No person shall park, or cause to be parked, any travel trailer or other recreational vehicle over forty-eight (48) hours on any public right of way, street, alley, highway or other public place or any site, lot, field or tract of land not specifically licensed as a travel trailer or recreational vehicle park without a Temporary Trailer Special Use Permit as

outlined in Error! Reference source not found..

(B) No travel trailer or other recreational vehicle shall at any time be parked between the established setback line and the curb line on any lot.

(C) Storage of a recreational vehicle:

a. For residential lots less than 125 feet wide, a recreational vehicle may be parked or stored in the rear yard, while meeting detached accessory structures setback requirements.

b. For residential lots than exceed 125 feet wide, a recreational vehicle may be parked or stored in a rear yard or side yard while meeting detached accessory structures setback requirements. The recreational vehicle shall be located to the rear of the front wall of the principal building.

c. On a corner lot, the front yard is considered to be both yards facing a public street.

(D) Temporary parking of a recreational vehicle:

a. A recreational vehicle may be parked in any driveway on a residential lot for the purpose of loading or unloading the vehicle or for general maintenance of the vehicle not to exceed 72 hours.

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b. The temporary storage of a recreational vehicle shall not obstruct the passage of a sidewalk.

(B)

(C) No travel trailer or other recreational vehicle shall be used or occupied unless there is a clear unoccupied space of at least ten (10) feet on all sides thereof.

(D)(E) No person shall park, or permit the parking on, any of a occupied travel trailer or other recreational vehicle, or use, occupy or permit the use or occupancy of any travel trailer or other recreational vehicle on any site, on a lot, field or tract of land parcel without a primary residence not specifically licensed as a travel trailer or recreational vehicle park, except as otherwise provided in this chapter.

(F) No person shall remove or cause to be removed the wheels or tires from any occupied travel trailer or other recreational vehicle, except for the purpose of repair, nor shall any person elevate, block, or stabilize any trailer or vehicle other than with jacks designed, provided, and intended for that purpose.

(E) No parked travel trailer or other recreational vehicle shall be occupied for sleeping purposes by a greater number of persons in any one (1) twenty-four-hour period than such vehicle is designed and arranged to accommodate at one (1) time.

(F)(G) No person shall spill or drain any waste water or liquid waste of any kind upon the surface of the ground or upon any paved area.

(G)(H) The authorized township official building inspector shall have the authority to enter at any reasonable time any premises upon which a travel trailer or other recreational vehicle is parked, used, or occupied for the purpose of ascertaining that the owner, operator, or occupant thereof is complying with all the statutes, ordinances, and rules and regulations governing the same.

(H)(I) No permanent or movable accessory walled structure shall be attached to any trailer; and no trailer shall be parked in front on the setback line established by this ordinance..

(I) For those travel trailers and other recreational vehicles shall have properly designed and approved self-contained waste disposal and/or containment facilities, or shall have access to and unlimited use of the sanitary facilities of the dwelling located on the same

zoning lot.

Sec. 36-320. Miscellaneous Temporary Uses

(A) Nothing in this chapter shall prevent the use of a travel trailer, or mobile home, or other similar structure, in any district as a temporary construction field office as an accessory use for a period not to exceed the period of construction; provided, however, such structure is not used for overnight sleeping accommodations and adequate arrangements for sanitary facilities are made and provided further, that the temporary field office has been certified as such and conforming to this chapter by the building inspector.

Sec. 36-413. Storage in Front Yard

Nothing in this chapter shall permit the storage or parking of any vehicle or non permanent structure within the required front yard of any lot within a residential district, except that the parking of an operable passenger vehicle on a driveway located on private property shall not be prohibited.

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Sec. 36-1803. Standards for Non-Discretionary Special Land Use Permits

(B) Temporary Dwellings.

A mobile home or travel trailer may be permitted upon a lot for use as a temporary residence while construction is diligently pursued upon a permanent residence meeting all requirements of this chapter; provided, however;

1. all health requirements affecting the provisions of water and sanitary sewer services are complied with and approved by the building inspector
2. all such construction shall have been completed within one (1) year from the issuance of the building permit
3. nothing in this section or this chapter shall permit the occupancy of a cellar without a complete residential structure thereon sufficient to permit the issuance of an occupancy permit.

(C) Temporary Travel Trailer

The Zoning Administrator may issue a discretionary special use permit for a [travel trailer or recreational vehicle](#) without charge, to a bona fide visitor and family desiring to occupy a [travel trailer or other](#) recreational vehicle while visiting a resident of this township, which permit shall expire thirty (30) days after issuance. No such permit shall be issued unless application is made by the visitor in control of such [trailer or recreational](#) vehicle and the consent in writing of the owner or the occupant in control of the premises to such parking, use and occupancy and to the use of the sanitary facilities as provided in Sec. 36-319(I) is attached thereto. The [travel trailer or](#) recreational vehicle shall conform to the standards outlined in Sec. 36-319. No such permit shall be renewed by the building inspector, but this shall not prevent the Zoning Board of Appeals from authorizing such permit upon proper application as elsewhere provided, and not more than two (2) such permits shall be issued to any person in any one (1) twelve-month period.

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2. Discussion and possible motion on Chapter 36 Article 4 Section 400 Accessory Structures - Allow in Front with certain frontage or lot depth.

After discussion on suggested possible changes.

**COMMISSION MOON MOVED**, supported by Commissioner Raup to for Amy from Rowe to make the changes discussed in clean copy all in black of Chapter 36 Article 4 Section 400 Accessory Structures to next meeting.

After no further discussion the following motion was made.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peck, Strnad, Bolin, Peivandi, Moon and Raup

**NAYS:** None

**ABSENT:** Mills

**THE MOTION CARRIED.**

**(Below is the Chapter 36 Article 4 Section 400 Accessory Structures Ordinance discussion points.)**

**ACB Blue**

Sec. 36-200. Definitions.

Accessory Structure means a supplemental building, structure, or other construction (which may be part of the principal building, structure, or residence), located on the same lot, which is intended to remain in a fixed location **with permanent attachment to the ground** on the lot and which is designed, **occupied**, or devoted to an accessory use. An accessory structure includes all components of the structure placed underground or suspended in the air. A satellite dish is an accessory structure for the purposes of the setback provisions of this Ordinance. Tower (communications tower) as defined in Error! Reference source not found. and the towers and related equipment associated with residential wind energy systems shall not be deemed accessory structures, but shall be subject to the specific requirements of Error! Reference source not found. and Error! Reference source not found. of this Ordinance. (Amended by adoption April 21, 2011, Sec. 20-200 Accessory Structure). **A Swimming pools and play structures shall not be subject to the requirements of this section and shall not be considered an accessory structure. Semi-trailers, railcars, school buses, and shipping containers are not considered accessory structures.**

Or

**Accessory structure means a detached building or other type of structure on the same lot with, and of a nature customarily incidental and subordinate to, a principal structure, and occupied or devoted exclusively to an accessory use.**

**Accessory Structure, Temporary a structure that is similar to an accessory structure but does not require permanent attachment to the ground. Examples of temporary structures include, but are not limited to, tents, hoop/skeleton like structures with plastic covers, portable offices, and attendant shelters**

**Shipping container is a standardized, reusable container used to transport or store items or cargo.**

Sec. 36-400. Accessory Structures

**(A) Attached Accessory Structures. An accessory structure attached to the principal building on a lot shall be made structurally a part thereof, and shall comply with the yard requirement of this Ordinance applicable to principal buildings. The footings,**

Commented [AB1]: Is this an issue? Does this need to be in here??

Commented [AB2]: These type of structures are used as greenhouses.

Commented [AB3]: WHAT THEY WANT:

Chapter 36 Article 4 Section 400 Accessory Structures - Allow in Front with certain frontage or lot depth

The Planning Commission sees a large number of residents requesting accessory structures to be added in their front setback. This is due to the fact that many parcels in the Township are large and primary residences are located toward the rear of the property. Currently the resident can petition the Planning Commission for a special use permit to locate in the front setback with issuance of a special use permit. A revision would alleviate some Special Use Permit requests. Also, we would like to deny "storage containers" as accessory structures in the Township. We have had several added in the past year, as the current ordinance does not specify anything for storage containers. The Planning Commission requested that Rowe Professional Services provide a review and recommendations for revisions per the attached file. The Planning Commission wants to keep control of the accessory structures in front portion by issuance of special use permits, but, wants to revise the ordinance to exclude storage containers and hoop style storage structures in the ordinance. There would be an allowance for greenhouses and agricultural buildings with steel roofs. Of the four requested reviews, this would be priority number 2.

#### ACB Blue

foundation and all aspects of the accessory structure shall be to the same construction code requirements applicable to the principle structure.

#### (B) Detached accessory Structures.

1. Detached accessory structures are only permitted on parcels with a primary structure.
2. A detached accessory structure shall not be closer than five (5) feet from the rear lot line and ten (10) feet from the side lot lines, except as otherwise provided in this Ordinance.
3. A detached accessory structure may be located in the side or rear yards only, and, unless a greater distance is required by other applicable law, code or regulation, shall not be closer than ten (10) feet to the principle structure, or any other structure location on the property.
4. The total allowable square footage of the primary structure and detached accessory structures on a parcel shall be thirty (30%) percent of the square footage of parcel.

(B)(C) Semi-trailers, railcars, school buses, and shipping containers are not considered accessory structures and are prohibited from being used as such unless they are in conjunction with an active building permit.

(C) Accessory Structure Without Principal Building. An accessory structure otherwise permissible under this ordinance may be located on a lot without a principal building, by issuance of a discretionary special use permit pursuant to Sec. 36-1804(A) of this Ordinance.

(D) Temporary Accessory Structures. Temporary accessory structure is defined as a building or other structure which is not connected to water, septic, sewer, natural gas, propane, or any utility except electricity used only to light the temporary accessory structure; and, which is used solely for purposes of storage.

#### (D) Temporary accessory structures:

- a. No more than one temporary accessory structure, not exceeding two-hundred (200) square feet in area and ten (10) feet in height, may be placed in the rear or side yard of a residential lot, on which is located a principal dwelling, with a zoning out permit.
- b. Placement of the temporary accessory structure shall not be closer than five (5) feet from the rear lot line and ten (10) feet from the side lot lines, except as otherwise provided in this Ordinance.
- c. Such temporary accessory structure may be moved on the lot, so long as the required setbacks are maintained and may be removed from the lot and brought back without further permit.

Commented [AB4]: Should not be permitted.

Suggest removing.

Ag uses would fall under RTFA and allow.

Commented [AB5]: This is a definition.

This definition could also be applied to MANY accessory buildings. I would suggest removing it.

Commented [AB6]: In my mind a temporary structure



would be a hoop like skeleton with a plastic cover which the PC wants to prohibit so I could remove this section also,

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d. Placement of a temporary accessory structure which exceeds two-hundred (200) square feet in area or ten (10) feet in height, or placement of more than one temporary structure on the same lot, shall require a permit to be issued by the local building official.

(C)(E) Parcels that meet the State's Right To Farm Act requirements are not subject to these accessory structure requirements.

(Amended by Adoption April 21, 2011, Sec.20-400 Accessory Structures a-d)  
(Ord No. 2018-3 Adopted 12-3-2018)

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3. Discussion and possible motion on Chapter 36 Article 17 Signs – Update to comprehend most recent United States Supreme Court Decision – Can only control Location, Size and Lighting

After some discussion and possible updates.

**COMMISSIONER RAUP MOVED**, supported by Commissioner Strnad to approve moving Chapter 36 Article 17 Signs – Update to comprehend most recent United States Supreme Court Decision – Can only control Location, Size and Lighting to next month's meeting.

After no discussion the following motion was made.

**ACTION ON THE MOTION**

**ROLL CALL VOTE:**

**AYES:** Peivandi, Moon, Raup, Peck, Strnad and Bolin

**NAYS:** None

**ABSENT:** Mills

**THE MOTION CARRIED.**

**CLOSED TO UNFINISHED BUSINESS: 7:52 PM**

**VI. NEW BUSINESS**

None

**VII. PUBLIC COMMENTS**

**OPEN FOR COMMENTS: 7:53 P.M.**

No comments made.

**CLOSED FOR COMMENTS: 7:53 P.M.**

**VIII. ZONING ADMINISTRATOR COMMENTS**

**MR. CZYZIO –**

- Went over some upcoming items and what is still in motion.

**IX. COMMISSION COMMENTS**

- No comments

**X. NEXT REGULAR SCHEDULED MEETING**

MONDAY, APRIL 14<sup>TH</sup>, 2025 AT 6:00 P.M.

**XI. ADJOURNMENT**

With no further business, the meeting adjourned at 7:58 P.M.

\_\_\_\_\_  
VICKI PEIVANDI, Chairperson

\_\_\_\_\_  
AMY BOLIN, Secretary

\_\_\_\_\_  
April 14<sup>th</sup>, 2025  
Date of Approval

\_\_\_\_\_  
Jeanette Sizemore, Recording Secretary