

**MANCHESTER TOWNSHIP PLANNING COMMISSION**

**Virtual Meeting**

**Regular Meeting March 4, 2021**

**8:00 p.m.**

**CALL TO ORDER BY CHAIR**

The meeting was called to order at 8:00 p.m.

Members Present: Mike Walter, John Seefeld, George Daubner, and Sybil Kolon, Doni McLennan,

Members Absent: Deena McIntosh, Dave Thompson

Others Present: Ron Milkey (8700 Sharon Hollow Rd.)

**B. APPROVAL OF AGENDA**

A motion was made by McLennan with a second by Kolon to approve the agenda as amended. All ayes. Motion carried.

**C. APPROVAL OF MINUTES**

A motion was made by McLennan with a second by Daubner to approve the minutes of the February 4th meeting. All ayes. Motion carried.

**D. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)**

There are no comments at this time.

**E. REPORTS AND CORRESPONDENCE**

**I. Report of Chairperson**

The solar farm project and Sow Good Farms are working on developing their formal presentation and should be providing a site plan to present at the next meeting. Also the next meeting we should be able to have a normal, in-person meeting, unless something changes.

**II. Report of Township Board Representative**

There was a discussion of the Township Board Meeting. Minutes of the meeting are on file.

**III. Report of Zoning Board of Appeals**

There has been one applicant. A resident was trying to get a variance so he could build a porch that would extend into the side yard setback by about eight feet. The variance was granted up to eight feet. The next potential meeting will be for Ryan Hastings conditional use permit that would allow him to operate his business on Logan Rd.

#### IV. Report of Planning Consultant

The planning consultant is not available at this time.

#### V. Reports of Committees

##### 1. SWWCOG

A summary of the topics discussed in the meeting were presented by Sybil Kolon.

##### ii. Joint Planning Commission

The march meeting was canceled and will be held in April.

#### VI. Correspondence

There is nothing to report.

#### F. UNFINISHED BUSINESS

##### 1. Second Homes/Tiny Houses

There was a discussion about the most current suggested language provided by the planning consultant.

McLennan asked what if you wanted to put an attached garage on the secondary dwelling, would that count as 50%? Also, it says one accessory dwelling unit should be permitted on each lot. Because of that if there was a barn being built but just the shell and no floor, would that be included in the 50%?

Daubner indicated that it was hard to ask questions without the planning consultant present.

#### G. NEW BUSINESS

Daubner inquired about the latest on the conditional use for Ryan Hastings?

Walter reported that this is going to be brought before the ZBA and the meeting has not yet been scheduled.

#### H. COMMENTS FROM COMMISSIONERS

Daubner asked why is the two-acre minimum lot size still in the parking lot?

Walter indicated that it has been in there for over a year and it was a suggestion by Ron Mann as a point of discussion.

Kolon added that in follow-up to the two-acre minimum lot size, that you need 2 acres for a septic and dwelling unit and that she did not think reducing the minimum size is a very good idea.

Seefeld added that there are many little parcels of properties spread out through the township. The township is trying to contact adjacent landowners to buy them. They are so small that they are all unbuildable and the desire is to get them back on the tax roll.

McLennan- I have enjoyed my time on the planning commission. My term expires in May of this year. I have learned so much. My time here has been very enjoyable. I am looking around to try to find someone to fill my position.

Walter- In May we will have an election of officers. Also if anyone has someone in mind for a replacement for Donnie, please email Ron Milkey.

I. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

NEXT MEETING: *Regular Meeting - April 1, 2021 8:00 p.m. Public Hearing - 7:00 p.m.*

J. ADJOURNMENT

A motion was made by Daubner with a second by Kolon to adjourn the meeting. All ayes. Motion Carried. Adjourned at 9:00 p.m.

**MANCHESTER TOWNSHIP PLANNING COMMISSION**

**Virtual Meeting**

**Regular Meeting April 1, 2021**

**8:00 p.m.**

**CALL TO ORDER BY CHAIR**

The meeting was called to order at 8:00 p.m.

Members Present: Mike Walter, John Seefeld, George Daubner, and Sybil Kolon, Dave Thompson

Members Absent: None

Others Present: Ron Milkey (8700 Sharon Hollow Rd.), Silas Bialecki (11983 Noggles Rd.), Sara Felder (11983 Noggles Rd.)

**B. APPROVAL OF AGENDA**

The agenda was amended to remove items I. Sow Goods Farms Site Plan Review and II. and Thorn Lake Solar Site Plan Review as there was nothing to present for the meeting. A motion was made by Daubner with a second by Kolon to approve the agenda as amended. All ayes. Motion carried.

**C. APPROVAL OF MINUTES**

The March minutes presented for approval. A motion was made by Daubner with a second by Kolon to approve the minutes of the March 4th meeting. All ayes. Motion carried.

**D. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)**

Sara Felder commented on the possible concerns from the Commissioners about Accessory Dwelling Units (ADU) affecting property values. She cited studies from New Hampshire indicating that if the ADU was built to local building codes it does not have any negative effect on values.

There was a general discussion among the Commissioners on this point.

There was no further comment.

**E. REPORTS AND CORRESPONDENCE**

**1. Report of Chairperson**

Sow Goods Farms site plan was provided to the consultants for formal review. The review had not been completed at the time of the meeting. It is anticipated that it will be ready for commission to review at the next meeting.

It is anticipated that the Thorn Lake Solar project site plan will also be ready for the commission to review at the next meeting.

A question was asked about the RV park. There was no update to provide at the time of the meeting.

Deena McIntosh and Doni McLennan were thanked for their years of service to the Planning Commission and they were wished well in their future endeavors.

It is expected two new commissioners will be appointed and will begin serving at the next meeting.

## II. Report of Township Board Representative

There was a discussion of the Township Board Meeting. Minutes of the meeting are on file.

## III. Report of Zoning Board of Appeals

There were no meetings. There is a meeting yet to be scheduled for the conditional use request from Ryan Hastings.

## IV. Report of Planning Consultant

There was no report from the planning consultant was presented.

## V. Reports of Committees

### 1. SWWCOG

There was no meeting. Next meeting is scheduled for June 17th.

### ii. Manchester Community Joint Planning Commission

The MCJPC met prior to the Planning Commission meeting. An update was provided on the Sow Goods Farms and Thorn Lake Solar projects and the tiny houses language updates. The village to city update, the sewer, road and side walk update projects in the village, the grocery store opening and projects related to that along with the changes to vacant business buildings within the village was also discussed.

## VI. Correspondence

There is nothing to report.

## F. UNFINISHED BUSINESS

### 1. Second Homes/Tiny Houses

There was discussion including further comment from the public hearing that was held prior to the Planning Commission meeting.

The commissioners discussed the most current suggested language provided by the planning consultant.

The members of the commission decided to request the consultant to incorporate the changes from the public hearing and comments from the commissioners.

Approval of the language was tabled at this time.

#### G. NEW BUSINESS

There was no new business to discuss at this time.

#### H. COMMENTS FROM COMMISSIONERS

Commissioner Kolon provided an update on the Brownfield redevelopment authority and how they were considering a possible grant to assist the redevelopment of the property adjacent to the Manchester Market. She also provided an update in Inner Municipality Committee in Brooklyn and their plan for a regional recreation plan. This plan will be including connecting to Watkins State park.

There were no further comments from the Commissioners.

#### I. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

There was no further public comment

NEXT MEETING: *Regular Meeting - May 6, 2021 8:00 p.m.*

#### J. ADJOURNMENT

A motion was made by Daubner with a second by Kolon to adjourn the meeting. All ayes. Motion Carried. Adjourned at 8:52 p.m.

**MANCHESTER TOWNSHIP PLANNING COMMISSION**

**Manchester Township Hall, 275 S. Macomb, Manchester, Michigan 48158**

**Regular Meeting April 1, 2021**

**8:00 p.m.**

A. CALL TO ORDER BY CHAIR

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES

D. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

E. REPORTS AND CORRESPONDENCE

I. Report of Chairperson

II. Report of Township Board Representative

III. Report of Zoning Board of Appeals

IV. Report of Planning Consultant

V. Reports of Committees

i. SWWCOG

ii. Joint Planning Commission

VI. Correspondence

F. UNFINISHED BUSINESS

I. Sow Goods Farms Site Plan Review

II. Thorn Lake Solar Site Plan Review

III. Second Homes/Tiny Houses

G. NEW BUSINESS

H. COMMENTS FROM COMISSIONERS

I. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

**NEXT MEETING: *Regular Meeting - May 6, 2021 8:00 p.m.***

J. ADJOURNMENT

i. Agritourism

ii. Two acre minimum lot size

iii. Event Barns

**MANCHESTER TOWNSHIP PLANNING COMMISSION**

**Manchester Township Hall, 275 S. Macomb, Manchester, Michigan 48158**

**Regular Meeting May 6, 2021**

**8:00 p.m.**

A. CALL TO ORDER BY CHAIR

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES

D. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

E. REPORTS AND CORRESPONDENCE

I. Report of Chairperson

II. Report of Township Board Representative

III. Report of Zoning Board of Appeals

IV. Report of Planning Consultant

V. Reports of Committees

i. SWWCOG

ii. Joint Planning Commission

VI. Correspondence

F. UNFINISHED BUSINESS

I. Sow Goods Farms Site Plan Review

II. Thorn Lake Solar Site Plan Review

III. Second Homes/Tiny Houses

G. NEW BUSINESS

I. Election of Officers

H. COMMENTS FROM COMMISSIONERS

I. PUBLIC COMMENT --- (Limit to 2 minutes, please state name and address)

NEXT MEETING: *Regular Meeting - June 3, 2021 8:00 p.m.*

J. ADJOURNMENT

i. Agritourism

ii. Event Barns



MANCHESTER TOWNSHIP  
Regular Board Meeting

Tuesday, April 13, 2021

Supervisor Milkey called the regular meeting of the Township of Manchester to order at 7:00p.m.

**MEMBERS PRESENT:** Supervisor Ron Milkey, Clerk Danell Proctor, Treasurer Kim Thompson, Trustee Krista Jarvis, Trustee Mike Fusilier. Absent: Trustee Lisa Moutinho.

**ALSO PRESENT:** Fire Caption Booth, Sybil Kolon and Don Steele

**ADDITIONS & DELETIONS TO AGENDA:** Add to NB d) Planning Commission Appointments e) Damage to Reynolds Cemetery f) Natural Resources Discussion. Motion Thompson, seconded Seefeld to approve the agenda with changes. Ayes: All. **CARRIED.**

**ACCEPTANCE/APPROVAL OF VARIOUS MINUTES:** Board received the minutes of the regular meeting of 3/16/2021. Moved by Fusilier, seconded Seefeld to approve the minutes from the regular board meeting of 3/16/2021 as presented. Ayes: All. **CARRIED.** The board accepted the minutes from the Planning Commission 4/1/2021.

**OTHER MINUTES ON FILE:** Manchester Village Council.

**TREASURER'S REPORT:** \$1,098,563.31. Motion Proctor, seconded Jarvis to accept Treasurer's report. Ayes: Fusilier, Proctor, Jarvis, Thompson, Seefeld, Milkey. **CARRIED.**

**PRESENTAION OF BILLS:** Bills to be paid \$18,299.23 from the General Fund. Motion Seefeld, seconded Fusilier to approve payment of bills from the General Fund for \$18,299.23. Ayes: Milkey, Proctor, Fusilier, Jarvis, Seefeld, Thompson. **CARRIED.**

**PUBLIC COMMENT:** None

**FIRE DEPARTMENT:**

- a) Fire Department Activity Report: On file.
- b) Fire Chiefs Report. Accepted. Motion Thompson, seconded Fusilier to approve the purchase of a new printer for the fire department for \$349.99 to be paid out of 101-336-726-000. Ayes: Milkey, Thompson, Jarvis, Seefeld, Fusilier, Proctor. **CARRIED.**
- c) Resignations. Motion Milkey, seconded Seefeld to accept resignations from Sarah Felder and Andrew Vanderbok from the Fire Department. Ayes: All. **CARRIED.**

**DEPARTMENT REPORTS/BUSINESS:**

- a) ZONING ADMINISTRATOR: Report on File.
- b) PLANNING COMMISSION: Report Given.
- c) SUPERVISOR: Report Given.
- d) FACILITIES-BUILDING/GROUNDS: Report Given.

\$400.00 to be paid out of 101-265-865-000. Ayes: Thompson, Milkey, Fusilier, Seefeld, Proctor, Jarvis. **CARRIED.**

- c) Washtenaw County Road Commission. Motion Seefeld, seconded Jarvis to approve the 2021 Manchester Township Agreement with Washtenaw County Road Commission for Dust Control and Buss Road, Sharon Hollow to Lamb Road project. Ayes: Milkey, Thompson, Jarvis, Seefeld, Fusilier, Proctor. **CARRIED.**
- d) Planning Commission Appointments. Motion Milkey, seconded Fusilier to appoint Doug Brooks to the planning commission for a three-year term expiring May 2024. Ayes: All. **Carried.** Motion Milkey, seconded Proctor to appoint Michelle Stace to the planning commission to fill vacancy with the term expiration date of May 2023. Ayes: All. **CARRIED.**
- e) Damage to Reynolds Cemetery. Mike Meranuck from ER Lawn Service contacted Ron that there had been some damage done at Reynolds Cemetery to the lawn. Motion Thompson, seconded Jarvis to approve ER Lawn Service to make the repairs to the lawn that was damaged for \$500.00. Ayes: Milkey, Thompson, Jarvis, Seefeld, Fusilier, Proctor. **CARRIED.**
- f) Natural Resources Discussion. Ron was contacted by the Sharon Township Supervisor to ask if Manchester Township would be willing to meet with the Sharon, Freedom and Bridgewater Townships to discuss Mineral Distraction Ordinance. Ron will follow up with board with a date.

#### **OTHER BUSINESS:**

- a) Oak Grove Cemetery. Motion Milkey, seconded Fusilier to appoint Mike Miner as Sexton for Oak Grove Cemetery. Ayes: All. **CARRIED.** Motion Thompson, seconded to set the Cemetery Sexton salary at \$24,960 annually for both Oak Grove and Reynolds Cemetery. Ayes: Jarvis, Seefeld, Proctor, Milkey, Fusilier, Thompson. **CARRIED.** Need to have the sign changed at Oak Grove to reflect Manchester Township as contact information. Thompson to check with SteeleGrafix about having the sign updated. Discussion on the needs of a dumpster at the cemetery for spring clean-up. New trash cans are needed, will but into next year's budget.
- b) Village of Manchester. State Boundary Commission will hold a public hearing on April 28, 2021 at Manchester High School with a backup date of May 5, 2021.

**PUBLIC COMMENT:** Sybil Kolon

**COMMENTS FROM BOARD MEMBERS.** Milkey gave an update on the trails and will have further information to report in May. Reminder budget workshop is June 8, 2021 at 5:00 pm. Will have a work session with Ron Mann on May 4, 2021 at 6:30pm with an alternate date of May 12, 2021 for financial review.

#### **CORRESPONDENCE:**

- a) Washtenaw County Road Commission Staff & Monthly Report

#### **ADJOURNMENT:**

Moved by Seefeld, seconded Jarvis to Adjourn. Voice vote: Ayes: all. **CARRIED.**  
Meeting Adjourned at 8:45 p.m.

Danell Proctor, Clerk  
Approved: May 11, 2021