

**Manchester Township
Washtenaw County, Michigan
Ordinance No. 83**

AN ORDINANCE TO CONFIRM THE ESTABLISHMENT OF THE MANCHESTER TOWNSHIP PLANNING COMMISSION UNDER THE MICHIGAN PLANNING ENABLING ACT, PUBLIC ACT 33 OF 2008, MCL 125.3801, ET SEQ, AS SUCCESSOR TO THE PLANNING COMMISSION ESTABLISHED UNDER THE FORMER TOWNSHIP PLANNING ACT; AND SUBJECT TO ANY TRANSFER OF AUTHORITY, POWERS, AND DUTIES TO A JOINT PLANNING COMMISSION; TO PROVIDE FOR THE COMPOSITION OF THE PLANNING COMMISSION AND APPOINTMENT OF ITS MEMBERS AND OFFICERS; TO PROVIDE FOR THE AUTHORITY, POWERS, DUTIES, AND LIMITATIONS OF THE PLANNING COMMISSION; TO ESTABLISH THE MINIMUM NUMBER OF PLANNING COMMISSION MEETINGS PER YEAR; AND TO REPEAL ANY ORDINANCES, PARTS OF ORDINANCES, AND RESOLUTIONS IN CONFLICT WITH THIS ORDINANCE.

THE TOWNSHIP OF MANCHESTER, WASHTENAW COUNTY, MICHIGAN, ORDAINS:

Section 1: Scope, Purpose and Intent

This ordinance is adopted pursuant to the authority granted the Manchester Township Board under the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, MCL 125.3801, et seq., and the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended, MCL 125.3101, et seq., to establish a planning commission with the authority, powers, duties and limitations provided by those Acts and subject to the terms and conditions of this ordinance and any future amendments to this ordinance, and subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

The purpose of this ordinance is to provide that the Manchester Township Board shall hereby confirm the establishment under the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, MCL 125.3801, et seq., of the Manchester Township Planning Commission formerly established under the Township Planning Act, Public Act 168 of 1959, MCL 125.321, et seq., to establish the appointments, terms, and membership of the planning commission; to identify the officers and the minimum number of meetings per year of the planning commission; and to prescribe the authority, powers and duties of the planning commission; subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

Section 2: Establishment

The Manchester Township Board hereby confirms the establishment under the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, MCL 125.3801, et seq., of the Manchester Township Planning Commission formerly established under the Township Planning

Act, Public Act 168 of 1959, MCL 125.321, et seq., subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

The Manchester Township Planning Commission shall have seven (7) members.

Members of the Manchester Township Planning Commission as of the effective date of this Ordinance shall, except for an ex officio member whose remaining term on the planning commission shall be limited to his or her term on the township board, continue to serve for the remainder of their existing terms so long as they continue to meet all of the eligibility requirements for planning commission membership set forth within the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, MCL 125.3801, et seq.

Section 3: Appointments and Terms

The township supervisor, with the approval of the township board by a majority vote of the members elected and serving, shall appoint all planning commission members, including the ex officio member.

The planning commission members, other than an ex officio member, shall serve for terms of 3 years each.

A planning commission member shall hold office until his or her successor is appointed. Vacancies shall be filled for the unexpired term in the same manner as the original appointment.

Planning commission members shall be qualified electors of the township, except that one planning commission member may be an individual who is not a qualified elector of the township. The membership of the planning commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the township, in accordance with the major interests as they exist in the township, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall also be representative of the entire geography of the township to the extent practicable.

One and only one member of the township board shall be appointed to the planning commission as an ex officio member. An ex officio member has full voting rights. An ex officio member's term on the planning commission shall expire with his or her term on the township board.

No elected officer or employee of Manchester Township is eligible to be a member of the planning commission.

Section 4: Removal

The township board may remove a member of the planning commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing.

Section 5: Conflict of Interest

Before casting a vote on a matter on which a planning commission member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of

interest to the planning commission. Failure of a member to disclose a potential conflict of interest as required by this ordinance constitutes malfeasance in office.

For the purposes of this section, the planning commission shall define conflict of interest in its bylaws.

Section 6: Compensation

The planning commission members may be compensated for their services as provided by township board resolution. The planning commission may adopt bylaws relative to compensation and expenses of its members for travel when engaged in the performance of activities authorized by the township board, including, but not limited to, attendance at conferences, workshops, educational and training programs and meetings (i.e., bylaws regarding how members must record, report and submit travel and reimbursement requests, but not regarding actual compensation.)

Section 7: Officers and Committees

The planning commission shall elect a chairperson and a secretary from its members, and may create and fill other offices as it considers advisable. An ex officio member of the planning commission is not eligible to serve as chairperson. The term of each office shall be 1 year, with opportunity for reelection as specified in the planning commission bylaws.

The planning commission may also appoint advisory committees whose members are not members of the planning commission.

Section 8: Bylaws, Meetings and Records

The planning commission shall adopt bylaws for the transaction of business.

The planning commission shall hold at least 4 regular meetings each year, and shall by resolution determine the time and place of the meetings.

Unless otherwise provided in the planning commission's bylaws, a special meeting of the planning commission may be called by the chairperson or by 2 other members, upon written request to the secretary. Unless the bylaws otherwise provide, the secretary shall send written notice of a special meeting to planning commission members at least 48 hours before the meeting.

The business that the planning commission may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Public Act 267 of 1976, MCL 15.261, et seq.

The planning commission shall keep a public record of its resolutions, transactions, findings, and determinations. At least one (1) copy of all documents and materials in any format that are prepared, owned, used, in the possession of, or retained by the Planning Commission in the performance of its official functions shall be placed on file at the Manchester Township office. A writing prepared, owned, used, in the possession of, or retained by a planning commission in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Section 9: Annual Report

The planning commission shall make an annual written report to the township board concerning its operations and the status of the planning activities, including recommendations regarding actions by the township board related to planning and development.

Section 10: Authority to Make Master Plan

Under the authority of the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, MCL 125.3801, et seq., and other applicable planning statutes, the planning commission shall make a master plan as a guide for development within the township’s planning jurisdiction.

Final authority to approve a master plan or any amendments thereto shall rest with the planning commission unless the township board passes a resolution asserting the right to approve or reject the master plan.

The authority granted in this section to make a Master Plan is subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of such authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

Unless rescinded by the township, any plan adopted or amended under the Township Planning Act, Public Act 168 of 1959, MCL 125.321, et seq, need not be readopted under the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3801, et seq.

Section 11: Zoning Powers

The township board hereby confirms the transfer to the Manchester Township Planning Commission established and confirmed by this ordinance of all powers, duties, and responsibilities provided for zoning boards or zoning commissions by the former Township Zoning Act, Public Act 184 of 1943, MCL 125.271, et seq.; the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101, et seq.; or other applicable zoning statutes to the Manchester Township Planning Commission formerly established under the Township Planning Act, Public Act 168 of 1959, MCL 125.321, et seq..

The powers, duties, responsibilities granted and transferred in this section are subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of such authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

Any existing zoning ordinance shall remain in full force and effect except as otherwise amended or repealed by the township board.

Section 12: Subdivision and Land Division Recommendations

The planning commission may recommend to the township board provisions of an ordinance or rules governing the subdivision of land. Before recommending such an ordinance or rule, the planning commission shall hold a public hearing on the proposed ordinance or rule. The planning commission shall give notice of the time and place of the public hearing not less than 15 days before the hearing by publication in a newspaper of general circulation within the township.

The planning commission shall review and make recommendation on a proposed plat before action thereon by the township board under the Land Division Act, Public Act 288 of 1967, MCL 560.101, et seq. Before making its recommendation, the planning commission shall hold a public hearing on the proposed plat. A plat submitted to the planning commission shall contain the name and address of the proprietor or other person to whom notice of a hearing shall be sent. Not less than 15 days before the date of the hearing, notice of the date, time and place of the hearing shall be sent to that person at that address by mail and shall be published in a newspaper of general circulation in the township. Similar notice shall be mailed to the owners of land immediately adjoining the proposed platted land.

The powers, duties, responsibilities granted and transferred in this section are subject to any transfer by ordinance, to only the extent transferred by that ordinance, and for only the time period that ordinance is in effect, of such authority, powers, and duties to a Joint Planning Commission established pursuant to Michigan Public Act 226 of 2003, as amended, MCL 125.131 et seq..

Section 13: Severability

The provisions of this ordinance are hereby declared to be severable, and if any part is declared invalid for any reason by a court of competent jurisdiction, it shall not affect the remainder of the ordinance, which shall continue in full force and effect.

Section 14: Repeal

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. The resolution or ordinance establishing the Manchester Township Planning Commission under the Township Planning Act, Public Act 168 of 1959, MCL 125.321, et seq., is hereby repealed.

Section 15: Effective Date

This ordinance shall be published once in a newspaper having general circulation in Manchester Township and shall take effect 63 days after the first publication as required by law following adoption by the Township Board.

Ronald Mann, Township Supervisor

Ann M. Becketl, Township Clerk

I, Ann M. Becketl, Clerk for Manchester Township, hereby certify that the foregoing is a true and correct copy of Ordinance No. 83 of Manchester Township, adopted by resolution at a meeting of the Township Board of Trustees held on June 14, 2011, the whole thereof is now in my custody, and that copies of the ordinance were transmitted and published as directed.

Ann M. Becketl, Township Clerk

A copy of the complete ordinance text may be inspected or purchased at the Manchester Township Hall, 275 South Macomb., Manchester, Michigan 48158. The office hours are 8:30 a.m. until noon Monday, Tuesday, Wednesday and Friday.

Adopted: 6/14/2011

Published: 6/30/2011

Effective: 9/1/2011