

**TYRONE TOWNSHIP PLANNING COMMISSION
APPROVED REGULAR MEETING MINUTES
December 14, 2021 7:00 PM**

This meeting was held at the Tyrone Township Hall with remote access via Zoom videoconferencing

PRESENT: Kurt Schulze, Rich Erickson, Jon Ward, Garrett Ladd, Bill Wood, and Chet Shultz

ABSENT: Steve Krause

OTHERS PRESENT: Ross Nicholson and Zach Michels

CALL TO ORDER: 7:00 pm.

PLEDGE OF ALLEGIANCE:

CALL TO THE PUBLIC:

Chairman Erickson opened the floor to receive public comments.

A resident in attendance (name not provided) asked the Planning Commission if the Township were to establish a park if the Township would be responsible for upkeep, maintenance, and insurance. Chairman Erickson deferred to Zach Michels. Zach Michels indicated that it would depend on specific details. He stated that the traditional model would make the municipality responsible for upkeep, maintenance, and insurance, however, there are now additional methods for creating and maintain parks where the responsibility may not default to the municipality. He cited the riverfront park in Detroit as an example of where a park is owned by the municipality but funded, managed, and maintained by a separate entity. Kurt Schulze added that ownership of the property is a big factor in determining responsibility for management and maintenance. Ross Nicholson added that there are a number of private organizations such as nature associations that create, manage, and maintain parks. The resident asked how insurance is typically managed for parks. Zach Michels indicated that, in his experience, liability insurance is fairly low and may be obtained by a unit of government or private entity depending on how it is set up. Scott Dietrich (resident) suggested to the resident who presented the previous question to contact Deerfield Township to inquire about how their parks are owned, managed, and maintained. The resident indicated that there are currently more than twenty (20) parks in Livingston County and she thought that if Tyrone Township were to create a park, maintenance and liability would go into individual property taxes. She stated that she doesn't feel that Tyrone Township needs a park because there are so many available in nearby communities. Scott Dietrich indicated that Tyrone Township residents already need to pay for maintenance of Metro Parks through taxes.

APPROVAL OF THE AGENDA:

Kurt Schulze made a motion to approve the agenda as presented. Chet Shultz supported the motion. Motion carried by unanimous voice vote.

APPROVAL OF MINUTES:

The item was deferred.

OLD BUSINESS:

OLD BUSINESS #1: Master Plan Discussion:

Chairman Erickson asked Zach Michels if he had any new information to share to be discussed by the Planning Commission regarding the Master Plan update. Zach Michels indicated that there are some items that should be discussed regarding the scope of the process. He stated that the Planning Commission is currently still in the kickoff phase where big picture items haven't necessarily been discussed. He began to read through the memo he had prepared outlining the Master Planning process. He stated that it has been established that the Planning Commission will be the steering committee for the project. He indicated that it was not clear if there would be smaller groups or subcommittees that would be involved or if everything would first go through the Planning Commission. Ross Nicholson stated, for reference, that the last major Master Plan review was performed primarily by the Planning Commission, but the Township could potentially go in different directions if they choose. Chairman Erickson indicated that it would be likely that the bulk of the discussion and review would be at the Planning Commission level. Ross Nicholson stated that it may be possible, if the Township chooses, to appoint smaller groups to work on specific aspects of the process such as photos to be included in the Master Plan.

The Planning Commission briefly discussed strategy with Zach Michels for holding discussions and compiling information relating to the Master Plan. They discussed the possibility of sending out a community survey to gather information from residents to aid in the Master Plan discussion. Zach Michels briefly elaborated on options available to the Township for community surveys. The Planning Commission briefly discussed various options for the community survey with Zach Michels including content and distribution. The Planning Commission requested that Zach Michels provide some examples of community surveys for their reference and prepare additional information specific to the distribution options for the survey. The Planning Commission briefly discussed survey content with Zach Michels including potential categories for survey questions and the number/extent of the questions. Zach Michels requested that the Planning Commission work on determining what specific categories and questions should be included in the survey so he can prepare a draft survey for review. He stated that he will work on preparing broad survey categories and questions to be discussed at future workshop meetings. The Planning Commission briefly discussed strategy for preparing categories and questions for the survey.

Zach Michels asked the Planning Commission for their thoughts on the types and amount of demographic information they feel is necessary to be included in the survey. The Planning Commission asked questions and discussed demographic information amongst themselves and with Zach Michels. Zach Michels recapped the discussion and noted that the Planning Commission would like to obtain as much demographic information as possible through the survey.

Zach Michels asked if the Planning Commission had any ideas of other Master Plans that they would like to use as rough examples or models when preparing the Tyrone Township Master Plan. The Planning Commission briefly discussed. The Planning Commission provided Zach Michels with several communities to be reviewed as examples including the City of Fenton, Argentine Township, Deerfield Township, and Fenton Township.

Zach Michels stated that he has a list of other agencies municipalities generally communicate with while preparing master plans. He asked the Planning Commission if they had any agencies in mind that they would definitely want to reach out to while preparing the Master Plan. The Planning Commission briefly discussed. They indicated that they would like to communicate with the Livingston County Road Commission (LCRC), the Michigan Department of Transportation (MDOT), and the Livingston County Drain Commissioner's office (LCDC) in addition to other agencies.

Zach Michels asked about the amount of information on land use classifications they would like to be obtained through the community survey. He indicated that there is available data they can use if they are satisfied with the extent of the information but could include additional questions in the survey if they feel the available data is insufficient. The Planning Commission briefly discussed.

Zach Michels asked the Planning Commission how much they would like to focus on natural features. He noted that he is aware that bodies of water and wetlands are a known aspect that they would likely want to include. The Planning

Commission briefly discussed agriculture and agricultural preservation. They indicated to Zach Michels that focus on agricultural preservation should be included because it directly aligns with the current Master Plan intent to maintain rural character. Zach Michels elaborated on agricultural preservation and purchase of development rights.

Zach Michels indicated that the Planning Commission has already expressed interest in public sanitary sewer, roads, and refuse collection. He asked if the Planning Commission would like to explore any additional infrastructure and public services further. The Planning Commission briefly discussed. They suggested also focusing on broadband/high-speed internet access.

Zach Michels asked the Planning Commission what their vision is for Master Plan visioning sessions. He suggested that the Planning Commission research and think about potential visioning session topics, goals, and objectives. The Planning Commission briefly discussed ideas for visioning sessions. Zach Michels recapped the discussion. He indicated that he hears that the Planning Commission generally feels that they may be interested in holding a number of visioning sessions with specific focus on certain topics, to be determined.

Zach Michels asked the Planning Commission if they had a preference on when public hearings should be held, whether it be towards the end of the process when all of the pertinent information is available or throughout the process as topics are being discussed. The Planning Commission briefly discussed. They determined that they would like to hold public hearings throughout the process as well as at the end when the full draft Master Plan is available.

Zach Michels briefly described implementation plans. He explained the benefits of implementation plans, noting that it is not required but may be of benefit for establishing timelines and planning budgeting for projects. He asked the Planning Commission if they were interested in incorporating an implementation plan in the Master Plan. The Planning Commission briefly discussed. They determined that they would like to incorporate some kind of implementation plan into the Master Plan.

Zach Michels indicated that he had obtained some good feedback and will prepare documents pertaining to the survey and scope of work for the Master Plan review process. He stated that he will be gathering sample surveys and master plans for future discussion. He indicated that the Planning Commission should work on determining categories for the survey and visioning sessions to be discussed in the future. The Planning Commission briefly discussed intent to plan notifications.

OLD BUSINESS #2: PC Action List:

Chairman Erickson brought up the Planning Commission Action List on the overhead display screens. The Planning Commission briefly discussed the items on the list including; sign regulations, medical marijuana caregiver regulations, Planned Unit Development (PUD) standards, Master Plan review, sight line regulations, Cluster Development Option (CDO) standards, residential outdoor lighting standards, accessory structure standards, alternative building materials in residential construction, tiny homes, cemetery standards, limited lot waivers, temporary housing standards, and private road standards. They crossed off completed items, changed the status of several items, and added several additional items to the list.

NEW BUSINESS #1: Sight Lines:

Chairman Erickson introduced the topic and brought up the current sight line regulations from the Zoning Ordinance on the overhead display screens. He summarized the intent of reviewing the standards. He stated that deficiencies in the existing regulations have been identified during recent sight line evaluation requests. He indicated that the Planning Commission will be reviewing the regulations to determine whether or not sight line regulations should be retained and amended to improve the review standards or be eliminated and default to standard setback requirements.

Kurt Schulze elaborated on the challenges that come with regulating sight lines, primarily the difficulty with measuring what appropriate views for a specific property should be when there are so many variables to be considered such as

topography, vegetation, existing development, and variations in shorelines (coves and peninsulas). Zach Michels cited several examples of areas where sight lines are and are not regulated in other municipalities. He elaborated on how some municipalities structure sight line regulations.

The Planning Commission briefly discussed potential options and methods for evaluating and regulating sight lines. They discussed previous examples of issues that have occurred as a result of sight line regulations. They determined that the ultimate goal in reviewing the sight line regulations is to come up with a method of regulation that would be the most fair to all parties involved. Discussion continued. Zach Michels provided suggestions regarding options for calculating waterfront views.

Chairman Erickson asked Zach Michels to compile examples of sight line regulations from other municipalities to aid in the discussion moving forward. The Planning Commission continued discussion on potential options for evaluating sight lines.

CALL TO THE PUBLIC:

Chairman Erickson opened the floor to receive public comments.

Scott Dietrich (resident) commented on the difficulties associated with residential lakefront development and sight line regulations. He stated that the taxpayers have the most skin in the game when it comes to the Master Plan and proposed community survey. He encouraged the Planning Commission to limit survey distribution to taxpayers.

MISCELLANEOUS BUSINESS:

Chairman Erickson indicated that the next workshop meeting would be held on Wednesday, December 22nd, at 6:00 pm. The Planning Commission briefly discussed potential items to be discussed during the next workshop.

ADJOURNMENT:

Kurt Schulze made a motion to adjourn the meeting. Garrett Ladd supported the motion. Motion carried by unanimous voice vote.

The meeting was adjourned at 9:28 by Chairman Erickson.