

**OCEOLA TOWNSHIP PLANNING COMMISSION
Meeting Minutes of November 15, 2022**

The Oceola Township Planning Commission held a Regular Meeting on Tuesday, November 15, 2022 with members: Chair Neal Glazebrook, Kieth Huff, Timothy Weir, Paul Kopjoe, and David Rivett. Absent: Vice-Chair Stacy Tatarcuk, Secretary Steven Benear and McKenna Planning Consultant, Christopher Khorey. Sheree Pierce, Planning/Zoning Administrator and Attorney Chris Stritmatter were also in attendance. Chair Neal Glazebrook called the meeting to order at 7:00 p.m.

APPROVAL OF MEETING AGENDA

Motion by Commissioner Kopjoe to approve the meeting agenda of November 15, 2022 as presented. Motion seconded by Commissioner Rivett.
Voice vote. Motion carried unanimously.

APPROVAL OF MINUTES

Motion by Commissioner Rivett to approve the special meeting minutes of August 16, 2022 as presented. Motion seconded by Commissioner Kopjoe
Voice vote. Motion carried unanimously.

CALL TO THE PUBLIC

There were no public comments.

PUBLIC HEARING

PC 22-152 Sophia's Produce, Sandra Richards, Special Use Permit Renewal Application for a SUP renewal for property located at 1900 N. Latson, Howell MI, PID #4707-28-100-018, CPUD-Commercial Planned Unit Development District, for a seasonal produce stand.
Sandra Richards, applicant stated there is no change in the business and operation since the previous SUP renewal.
There were no public comments.
Hearing none other, the Chair closed the public hearing.

OLD AND NEW BUSINESS

PC 22-152 Sophia's Produce, Sandra Richards, Special Use Permit Renewal Application for a SUP renewal for property located at 1900 N. Latson, Howell MI, PID #4707-28-100-018, CPUD-Commercial Planned Unit Development District, for a seasonal produce stand.

The previous renewal was for a time period of 5 years. The Board would like to see the permission letter from the property owner to lease and use the vacant parcel for Sophia's Produce with a current calendar date. The letter submitted is not dated. The dated letter should be submitted prior to the next Township Board meeting. They would also like to require all equipment and items removed from the property by November 30th as one of the conditions instead of 5 days after the close date of November 30th. Chris Khorey, McKenna planning consultant prepared a written review of the application in accordance with the newly adopted Zoning Ordinance. Based on the criteria for approval of a special use in Section 15.03 of the Zoning Ordinance, his recommendation is to approve the SUP renewal for a period deemed appropriate by the Commissioners. Also, there are no permanent structures or other site improvements associated with the use, therefore no Site Plan approval is required.

Motion by Commissioner Weir to approve the SUP renewal for a period of 5 years with the same conditions with the exception of #4 to have an end date of November 30th to remove all equipment/items. *Conditions: 1) Operational dates & times: May 1st through November 30th, 10:00 a.m. – 7:00 p.m.; 2) Signage limited to one 4'x8' on-site sign, and two temporary signs located on M-59 (one each on East and West M-59) during the 3-day events of the Howell Balloon Event and Howell Melon Festival; 3) No on-site lighting, and; 4) Tent, trailer, and sign shall be removed by November 30th.*

Motion seconded by Commissioner Kopjoe.

Roll Call vote 5-2-0

(Weir-Y, Rivett-Y, Kopjoe-Y, Huff-Y, Glazebrook-Y) Tatarcuk, Benear - absent

Motion carried.

Election of Officers

Motion by Commissioner Kopjoe to nominate Commissioner Glazebrook for the office of Chair for the Oceola Township Planning Commission.

Motion seconded by Commissioner Huff.

Voice vote. Motion carried unanimously.

Motion by Commissioner Weir to nominate Commissioner Tatarcuk for the office of Vice-Chair for the Oceola Township Planning Commission.

Motion seconded by Commissioner Kopjoe.

Voice vote. Motion carried unanimously.

Motion by Commissioner Huff to nominate Commissioner Benear for the office of Secretary for the Oceola Township Planning Commission.

Motion seconded by Commissioner Weir.

Voice vote. Motion carried unanimously.

PLANNER REPORT

Planning Consultant, Christopher Khorey was not in attendance.

ATTORNEY REPORT

Attorney Stritmatter reported that there was a meeting with the Livingston Land Conservancy regarding the Brida (Highland Knolls) development in regards to discussion of the stormwater detention and drainage plan pertaining to the wetland permit. Code enforcement activities with the new municipal civil infraction enforcement system and code enforcement officer is going well. Two current cases are the Parrish property on Hughes and Waterman property on Mack. There is an improvement on the Parrish property in regards to blight and a condemned dangerous structure, and there is no compliance at the Waterman property. A citation will be issued relatively soon for a court date.

ZONING ADMINISTRATOR REPORT

Ms. Pierce provided the Land Use/Zoning Permit monthly report for August, September, and October 2022. The next regularly scheduled Planning Commission meeting is December 13, 2022 at 7:00 p.m. although there are currently no agenda items. The Operating Engineers Local 324 CPUD Committee meeting is scheduled for November 22, 2022 at 5:00 p.m. at the Community Center and the Zoning Board of Appeals will hold a meeting thereafter at 7:00 p.m. regarding 2 variance applications from the Operating Engineers Local 324. Bible Baptist church is no longer proceeding with the approved modular building on 2258 E. Highland as they are in the process of building their new facility in Genoa Township.

COMMISSION MEMBERS ITEMS

Commissioner Kopjoe noted that Truck Tech extended their fence line to the end of the south property line. Attorney Stritmatter explained that due to the lawsuit by San Marino Excavating, each property involved signed an agreement that no one had rights to the egress easement property adjacent to them. Oceola Township only had rights to review the easement plans if a road was built. He will be looking into vacating the easement. Commissioner Rivett inquired if there is a time frame for Endeavor Fitness to finish their building. There are no required completion dates but they are slowly doing some work.

ADJOURNMENT

Motion by Commissioner Huff to adjourn the meeting at 7:43 p.m.

Motion seconded by Commissioner Weir.

Voice vote. Motion carried unanimously.

Sheree J. Pierce,
Planning/Zoning Administrator