

Holly Township
Planning Commission – Regular Meeting
Minutes of March 3, 2020

Call to Order: Commissioner Mazich called the regular meeting of the Holly Township Planning Commission to order at 6:41 p.m. At the Karl Richter Community Center, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

Pledge of Allegiance

Oath of Office- Mike McCanney and Kelly Fletcher

Roll Call:

Members Present:

Pam Mazich, Commissioner
Ray Kerton, Commissioner
Pat Feeney, Commissioner
Lloyd Kernen, Commissioner
Glen Mitchell, Commissioner
Mike McCanney, Commissioner
Kelly Fletcher, Commissioner

Others Present:

Karin Winchester, Zoning Administrator
Julie Connochie, Township Planner

Agenda Approval:

- **Commissioner Mitchell made a motion to approve the agenda as presented. Commissioner Kerton supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**

Public Comment – Agenda Items Only: none.

Minutes:

- **Commissioner Kernen made a motion to approve the minutes from January 7, 2020. Commissioner Mitchell supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**

Old Business: None.

New Business:

- 1. Elect a Chairman Pro-tem.**

The Planning Commission discussed among themselves the best candidate for the Chair Pro-tem. Commissioner Mazich accepted the position considering the officer elections would follow the Planning and Zoning Presentation.

2. Planning and Zoning Presentation.

Julie Connochie, the Holly Township Planner, presented Planning and Zoning education focused on the form and function, Roles and Responsibilities of the Planning Commission. Further information on board officers, legal aspects and Rules of Conduct including social media were presented with further interactive discussion among the Commissioners.

The Planner presented education on the Michigan Planning Enabling Act and the Michigan Zoning Enabling Act; both stating that the function of the Planning Commission is similar to a judicial body that makes impartial decisions based upon the letter of the law and planning principles. Planning principles include basing decisions on fact not feeling, long term benefit to the community and consistent treatment of applicants.

The Planner discussed further opportunities for education available to the Planning Commissioners through various organizations like the Michigan Townships Association or Oakland County.

3. Election of Officers.

The Planning Commissioners discussed votes for the offices of Chair, Vice Chair. The Commissioners had a short discussion regarding the current officer seats and their duties considering the information provided by Julie Connochie. The Planner explained to the Commissioners that due to the resignation of Tony Engelberg and Stacey Steckley, the Chair and Vice-Chair elected in the previous meeting, the Commissioners would need to elect a new Chair and Vice Chair.

- **Commissioner Mitchell made a motion to elect Commissioner Mazich as the Chair. Commissioner Kerton supported the motion. A roll call vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**
- **Commissioner Kerton made a motion to elect Commissioner Mitchell as the Vice-Chair. Commissioner Mazich supported the motion. A roll call vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**

4. Introduction to Zoning Technical Review.

Holly Township Planner Julie Connochie addressed the Planning Commission for a status update on the Zoning Technical Review and Master Planning process. The Master Plan is a document that guides the Zoning Ordinance which allows the Township to enact the Master Plan. The Planner requested that the Planning Commissioners review the Zoning Ordinance and communicate any “pain points” that they may have encountered. McKenna will use April and May to compile their first report to the Planning Commission with recommendations for the first steps

Commissioner Mazich requested further information on approval processes, what denials are based on and the difference between the Zoning and General Ordinance. Further discussion was had about the proper flow of information.

The Planner stated that she has met with the Zoning Administrator and the Code Enforcement Officer for Holly Township for their concerns with the current Zoning and General Code of Ordinances. McKenna and the Planner have begun a technical review of each code for needed improvement including presentation of definitions within the code.

Reports:

Commissioner Feeney reported to the Planning Commission that the Township Attorney has not yet reviewed the Agro-tourism Ordinance that the Planning Commission has sent over to the Board of Trustees.

Commissioner Mazich reported to the Planning Commission that training workshops for Planning and Zoning are available in Frankenmuth on March 11.

Commissioner Mitchell started the introductions to the new Planner and the new Commissioners. Each Commissioner gave a short introduction about who they are, how long they have lived in Holly Township and the business they are in.

Public Comment:

Angela Lemon, 106 College St- addressed the Planning Commission.

Adjournment

Chairman Mazich, hearing no other business; adjourned the meeting at 7:40 pm.

Amy Hillman
Recording Secretary