

Holly Township  
**Planning Commission – Regular Virtual Meeting**  
Minutes of May 5, 2020

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**Call to Order:** Commissioner Mazich called the regular meeting of the Holly Township Planning Commission to order at 6:34 p.m. At the Karl Richter Community Center, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

**Pledge of Allegiance**

**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.**

**Minutes:**

- **Commissioner Kernen made a motion to approve the minutes from March 3, 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. Planning and Zoning-Site Plans.**

The Holly Township Planner Julie Connochie presented the Planning Commission with training on Site Plans and Site Plan review. The Planner and the Commissioners discussed that a site plan is a legally binding agreement for a specific developed plan, how to conduct a proper review, what is relevant to such a review and the ground for approval or denial.

Commissioner Mazich requested that the Planner provide a checklist with a site plan review so the Commissioners will be sure to know that the Site Plan Review is conducted properly and that approvals or denials are based upon the correct requirements.

## 2. Consumers Energy Valve Station Expansion Site Plan.

Julie Connochie, the Holly Township Planner, presented the Commissioners with the request for the Consumers Energy Valve Station Expansion. The new site plan had been reviewed by the Zoning Administrator and the Holly Township Planner prior to being presented to the Planning Commission. This expansion is in preparation for the Saginaw Pipeline Phase 4.

Commissioner Kerton suggested that there may be a need for a change in the placement of the fence and the gate for the ease of entry and exit of large trucks or trucks with trailers; upon further discussion the Commissioners agreed that this change could be approved administratively by the Zoning Administrator. Commissioner McCanney stated that he had visited the site prior to the meeting and would like to suggest some natural screening on the south side of the Valve Station for the comfort of those living in the Riverside development south of Grange Hall Rd. Commissioner McCanney further stated concerns with the plans provided to the Commissioners; the digital file did not show the required size or seal required by the Holly Township Site Plan Review Ordinance.

Damien Wetzel, Consumers Power, discussed the project and the Commissioners concerns. Mr. Wetzel will address the Commissioners concerns and provide the necessary documentation to the Zoning Administrator at Holly Township.

- **Commissioner Mitchell made a motion to approve the Consumers Energy Valve Station Expansion Site Plan with plans of correct size and scale with the proper seal to be provided to the Zoning Administrator, along with the review of the fence and gate to be approved administratively by Holly Township. Commissioner Kerton supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 7/0 vote.**

### Reports:

Commissioner Kernen requested an update of the Agritourism Ordinance approved by the Planning Commission in 2019. The Zoning Administrator stated that the ordinance was under review by the Township Attorney and would be coming to the Board of Trustees for review.

Commissioner requested an update as to the LaMont Farm Market located on Grange Hall And Fish Lake Rd. The Zoning Administrator stated that Mr. LaMont has to submit his application for a Seasonal Sales Permit in order to open for the season.

**Public Comment: none.**

### Adjournment

Chairman Mazich, hearing no other business; adjourned the meeting at 7:56 pm.