

Centerville Township Planning Commission Update Report | June 2024

- **Zoning Ordinance Updates**
 - As shared in May report, the May 21 special meeting of the PC was cancelled and the public hearing was moved to the PC regular meeting on Monday, June 3.
 - Neither myself nor Commissioner Bielaczyc were able to attend but the minutes have been posted to the township website. Which include verbal comments made the night of the public hearing as well as written comment submissions.
 - Next steps: PC chair will organize comments into a spreadsheet by PC Chair for further review by PC members to ensure all comments are reviewed and considered.
 - There is no regular meeting of the PC in July.
 - There are three special meetings scheduled to continue this work: Mon June 17, Thu June 20, and Thu July 11. All at 6:30pm at the Township Hall. They have been added to the township website and will be noticed in The Enterprise.
- **Site Plan Moratorium**
 - Late last year the board approved a moratorium on any new site plan reviews to ensure the PC could focus on the work of updating the zoning ordinance. That moratorium is set to expire on June 30, 2024.
 - Despite best efforts including many special meetings to execute the ZO update process, more time is needed. Per the June 3, 2024 draft meeting minutes, the PC is requesting an extension of the moratorium to the end of August 2024.
- **Aligning Policies, Roles, & Responsibilities of Zoning Administrator and Township Planner**
 - The township has adopted a blended model of having both a Zoning Administrator and a Township Planner. However, overtime the allocation of duties have evolved and are not accurately reflected in the PC Bylaws.
 - On Friday, May 17 Supervisor Ron Schaub, ZA Tim Cypher, Twp Planning Consultant Chris Grobbel, and myself met to discuss this and ensure alignment around expectations and to discuss how to reflect these in PC Bylaws and staff contracts.
 - The PC has authority to amend its Bylaws without Board review and approval but I did want to share the proposed changes with this group for comment before it is added to an upcoming PC regular meeting agenda.
 - In addition to the proposed PC Bylaw changes, Grobbel will be making some minor modifications to his contract and submitting it to Supervisor Schaub for consideration.
- **Compliant Process/Procedure**
 - As discussed in our May board meeting, I am concerned that there is no readily available and easy to access information instructing members of the public where or how to submit a complaint to the township. The process is generally understood by some, but a layman review of the website would not (in my opinion) clearly explain to a new resident to whom complaints are to be submitted and what the process of investigation is.
 - At the May 17 meeting noted above, we also discussed posting a general outline of the complaint procedure to the township website. I subsequently put together a rough proposal

that was shared with both Tim Cypher and Chris Grobbel for comment. They are in support of the draft, and I am bringing it to this group this evening for consideration.

- **Medical Marijuana**

- [Repeat from May 2024 PC Report] *In a recent PC meeting our planner indicated that prior to the 2018 voter approval of recreational marijuana in Michigan, townships had been required to either opt-in or opt-out of the medical marijuana legal regulations. As I understand it, a township then had to reflect that decision in its zoning ordinance. I would like to discuss this with officials who were board members at the time to understand what decision was made so we can ensure it is properly reflected in documents.*
- I spoke with former supervisor Schwantes after the May board meeting, and he did not recall a specific date of action but was sure that “we did whatever we needed to do” at the time.
- I was not able to locate any Centerville Township resolution that opted in or opted out of medical marijuana. There was a resolution related to recreational marijuana passed in June 2019 but that is distinct from medical which preceded the legalization of recreational.
- I have additional input from MTA to share at our June 12 meeting that may suggest we do not need an opt-out ordinance. This will be a topic for discussion and what, if any, additional steps are required.

Disclaimer: this is a summary report of updates from the planning commission to the township board and was prepared in advance to allow for better preparation and enable more informed discussion on any questions or concerns that arise. This is not meant to be a comprehensive list of all the work being done by the PC or to replace the official records which are codified in approved meeting minutes posted to the township website.

Respectfully prepared and submitted,

Joe Mosher

Centerville Township Board Trustee

Centerville Township Planning Commission Secretary and Board Representative