



## Conway Township Planning Commission 2022 Annual Report

Date	Overview
January	<ul style="list-style-type: none"> <li>• Jeff Klein was welcomed to the planning commission.</li> <li>• Community Image Builders were introduced for consideration as new planners.</li> <li>• Made changes to the accessory dwelling units ordinance.</li> <li>• Discussed Master Plan updates that are needed and member assignments.</li> <li>• Discussed Large Event Zoning.</li> <li>• Section 6.26 review: fencing, decommissioning, glare/lighting. Also discussed concerns regarding solar installation.</li> <li>• Motion to create a survey for solar farms to all taxpayers in the township. Motion passed.</li> <li>• Two revisions to the planning commission bylaws.</li> <li>• Election of officers: Chuck Skworsk – Chair, Meghan Swain-Kuch – Vice Chair, Londa Horton – Secretary.</li> <li>• Meeting cadence is set for second Monday of every month.</li> <li>• Several planning commission members and board of trustees attending a training on updating on planning and zoning essentials by the Michigan Association of Planning.</li> </ul>
February	<ul style="list-style-type: none"> <li>• Discussed conflict of interest regarding Section 6.26 by planning commissioner. Motion to allow planning commissioner to participate in discussion until a solar project comes for a vote. Motion passed.</li> <li>• Public hearing regarding 6.27 and 6.09(A)(8)</li> <li>• Bylaws revisions: motions regarding terms of office for officers, planning commission agenda items sent to chair/secretary by Noon the Tuesday before the meeting. Motion passed.</li> <li>• Livingston County Planning Commission review: Sections 7.07, 8.03, 10.03, 11.03, 13.10 (new) and 15.04 and Section 6.25.</li> <li>• Discussed definitions of large and small events.</li> <li>• Section 6.26 discussion: fencing, wetland setbacks, transmission lines, additional setbacks, site drainage, tile disruption, performance/surety bonds, water discharge, impact studies for storm water, environmental, and wildlife impacts, drain commissioner input, site plan final requirements, scale drawing, pre-development process, review all ordinances by planners, zoning administrator, attorney, supervisor, and chair of planning commission. What do we like/what are goals and be consistent.</li> </ul>
March	<ul style="list-style-type: none"> <li>• Discussed Conway Township Policy 21 regarding who prepares and provides notice regarding public hearings.</li> <li>• Small event ordinance template was reviewed.</li> </ul>

	<ul style="list-style-type: none"> <li>• Discussed creation of solar farm survey.</li> <li>• Reviewed Caledonia and Handy Township's solar energy zoning ordinances.</li> <li>• Resolution to recommend approval of zoning ordinance amendments to the township board: Z-05-22, Z-06-22, Z-08-22, Z-09-22, Z-10-22, and Z-11-22. Remove Z-07-22 to allow for further review before making recommendation.</li> <li>• Update on meeting between planning commission chair, attorney, township supervisor, zoning administrator, and officials from Cohoctah Township (Section 6.26). Items discussed: building mounted vs ground mounted, commercial, height requirements, drainage, fencing, transmission lines, setbacks, groundcover, access corridors, landscaping, site plan review process, formal site plan, modifications to site plan, and decommissioning plan.</li> </ul>
April	<ul style="list-style-type: none"> <li>• Chuck Skworsk resigned from the planning commission. Meghan Swain-Kuch, as vice chair, chaired the meeting.</li> <li>• Discussed small event/wedding, solar survey, and solar corridor access.</li> <li>• Additional Section 6.26: Master Plan, dual uses, and farm tiles.</li> <li>• Proposed Zoning Ordinance updates: Sections 7.07, 8.03, 10.03, 11.03, 13.10 (new) and 15.04. Also Section 6.27 (new) and Section 6.09.</li> <li>• Considered a conditional rezoning request by Conway Land Company, LLC.</li> <li>• Discussing zoning administrator's discussions regarding Luke Bryant concert.</li> </ul>
May	<ul style="list-style-type: none"> <li>• Meghan Swain-Kuch, as vice chair, chaired the meeting.</li> <li>• Public hearing to consider application for conditional rezoning by Conway Land Company, LLC.</li> <li>• Motion to approve Conway Land Company, LLC's conditional rezoning. Motion passed.</li> <li>• Section 6.26: survey, draft outline presented, residential vs commercial, screening, decommissioning/bonding, annual reporting, and tiles/drainage.</li> <li>• Zoning ordinance: Section 6.27 (new)</li> <li>• Londa Horton, planning commission secretary for over 20 years, passed away.</li> </ul>
June	<ul style="list-style-type: none"> <li>• Motion to consider tribute to Londa Horton. Motion passed.</li> <li>• Conway Township Zoning Administrator resigns.</li> <li>• Ongoing discussion regarding Conway Land Company, LLC's conditional rezoning.</li> </ul>

	<ul style="list-style-type: none"> <li>• Section 6.26 update from planners: Items discussed included structure requirements, landscape screening, decommissioning vs escrow, abandonment restrictions. All approved by commissioners.</li> <li>• Motion to appoint Meghan Swain-Kuch as Chair of the Conway Township Planning Commission. Motion to approve Kelly Ralko as Vice Chair of the Conway Township Planning Commission. Motion to appoint Elizabeth Whitt, Conway Township Clerk, as the recording secretary of the planning commission. All motions passed.</li> </ul>
July	<ul style="list-style-type: none"> <li>• Motion to accept June, 2022 minutes with changes to G. Pushies statement that Community Image Builders is doing a good job. Planning commission agrees.</li> <li>• The Livingston County Planning Commission will review Conway Land Company, LLC's request for conditional rezoning.</li> <li>• Section 6.26 Update: language changes, accessory systems, parcel setback, screening, and annual reporting requirements as approved by commissioners. Substation and battery storage also discussed.</li> <li>• Welcome Lucas Curd was new planning commissioner.</li> </ul>
August	<ul style="list-style-type: none"> <li>• Londa Horton tribute presented to the Horton family by State Representative Bob Bezotte.</li> <li>• Welcome new Conway Township Zoning Administrator, Gary Klein.</li> <li>• Livingston County Planning Commission approval of Conway Land Company, LLC's conditional rezoning application. Motion to recommend approval to board of trustees. Motion passed.</li> <li>• Section 6.26 discussion: setbacks, decommissioning, three-year reviews, conceptual plan made optional, battery storage concerns, substations, and uniformity with all solar-related ordinances.</li> <li>• Welcome to Kayla Poissant as new planning commissioner. Motion to approve Kaya Poissant as secretary. Motion passed.</li> <li>• Recommendation by commissioners to extend the commercial solar moratorium for an additional six months.</li> <li>• Recommended change to Section 6.06 (N) regarding legal description(s).</li> </ul>
September	<ul style="list-style-type: none"> <li>• Motion to table approval of August minutes pending information from Kelly Ralko.</li> <li>• Kelly Ralko resigned from the planning commission.</li> <li>• Discussed the board of trustees vote not to approve Conway Land Company, LLC's conditional rezoning, citing concerns of spot zoning.</li> <li>• Discussed the solar farm tour in Shiawassee County, attended by many Conway Township representatives. Sarah Mills, PhD was available to answer questions commissioners had in follow up to the tour. Meghan Swain-Kuch, on behalf of Kelly Ralko, asked about an overlay district concept.</li> <li>• Discussed Section 6.06 (N) and Section 6.07.</li> </ul>

	<ul style="list-style-type: none"> <li>• Motion to appoint Commissioner Lucas Curd to the Zoning Board of Appeals. Motion passed.</li> <li>• Meghan Swain-Kuch received notice from Trustee George Pushies that the Conway Township Board of Trustees motioned, at its September meeting, that the planning commission to approve the Section 6.26 amendment and schedule a public hearing.</li> </ul>
October	<ul style="list-style-type: none"> <li>• Section 6.26 discussion: Focused on the commercial side of the solar ordinance: landscaping, maintenance, decommissioning, financial guarantee, setbacks, wetland setbacks, battery/battery storage, pollinator habitat, fire department training (for the board to discuss), noise, agency (federal, state, county, etc.) review, annual reporting, ground water contamination. Motion to hold a public hearing. Motion passed.</li> <li>• Motion to board of trustees to initiate an update to the Conway Township Master Plan. Motion passed.</li> <li>• Motion to have a public hearing on Section 6.07. Motion passed.</li> <li>• Several planning commission members and board of trustees attended a series of classes for the Citizen Planner Program – Fundamentals of Planning and Zoning through MSU extension.</li> </ul>
November	<ul style="list-style-type: none"> <li>• Meeting was called to order and adjourned due to violations of the fire ordinance and Open Meetings Act.</li> </ul>
December	<ul style="list-style-type: none"> <li>• Public hearing regarding Section 6.07 and 6.26, taking a majority of public comment on Section 6.26.</li> <li>• Motion to recommend the board of trustees pass the updated Section 6.07. Motion passed.</li> <li>• Discussion/Q&amp;A with Attorney, Michael Homier of Foster Swift and planning commission members regarding Section 6.26. Homier has done some preliminary review, PA116 requirements/guidance, changes in state law and its impact on local ordinances (authority), hiring specialized consultants, drainage damage, tribal representation, USA-made solar panels, moratorium extension/expiration, drain commissioner's input, county review, board of trustees' review (approve, make modifications, or send back for further review/work by planning commission).</li> <li>• Motion to postpone a recommendation to the board of trustees to consider input from public hearing, questions presented, and comments from Mr. Homier regarding concerns of the advisory committee. Motion passed.</li> </ul>