

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
May 12, 2025**

MINUTES

CALL TO ORDER: Chairman Grajek called the meeting of the Genoa Charter Township Planning Commission to order at 6:30 p.m. Present were Chris Grajek, Tim Chouinard, Glynis McBain, Marianne McCreary, Greg Rassel, Eric Rauch, and Bill Reiber. Also present were Planning Director Amy Ruthig, Brian Borden of Safebuilt, and Shelby Byrne of Tetra Tech.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Moved by Commissioner McCreary, supported by Commissioner Chouinard, to approve the agenda as presented. **The motion carried unanimously.**

DECLARATION OF CONFLICT OF INTEREST: None

CALL TO THE PUBLIC:

The call to the public was made at 6:31 pm with no response.

OPEN PUBLIC HEARING #1...Consideration of a sketch plan for an accessory building for food (ice cream) service at the existing Tap-In's located at 4444 E. Grand River Avenue, south side of Grand River, west of Parkway Drive. The request is petitioned by Mr. Cade Martin
A. Disposition of Sketch Plan (4-11-25)

Mr. Scott Tousignant from Boss Engineering and Mr. Cade Martin of Tap-In's were present. Mr. Tousignant stated they are proposing to make the existing temporary trailer permanent. They will remove the wheels, put it up on block foundation, and put skirting around it. It sells ice cream and is where putt-putt users check in and out.

Mr. Borden reviewed his letter dated May 6, 2025.

1. The proposal is intended to mitigate an ordinance violation by using a portable trailer as an accessory building.
2. The proposal complies with the applicable standards for accessory buildings.
3. The Township may require any necessary improvements to keep the site in compliance with previously approved site plans; most notably any landscaping in poor condition or that has been removed.
4. The Commission should consider any comments provided by the Township's engineering consultant.

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He noted that the building will need to be approved by the Livingston County Building Department.

Ms. Byrne reviewed her letter dated May 6, 2025.

1. The proposed ice cream stand and stone paver and gravel landscape area result in a small increase in impervious surface from the previously approved site plan for the site. The Planning Commission may wish to require that the petitioner provide stormwater calculations for the site to support the increase in impervious surface. She added this is a small building and she does not have any concerns.

The Brighton Area Fire Authority Fire Marshal's letter dated May 1, 2025 states that there are no objections to this existing temporary use being revised to a permanent accessory structure. It does appear that the project will require permitting through the Livingston County Building Department for structural, electrical, and plumbing.

Commissioner McCreary questioned how it would be made permanent. She wants to ensure that heavy winds do not cause accidents if it is not secure. Mr. Tousignant stated this will need to be approved by the Livingston County Building Department and they will comply with their requirements.

Commissioner Rauch asked how long the building is used during the year. Mr. Martin stated it is open from April through October. Commissioner Rauch stated that this proposal meets the Township's current Master Plan. He does not have any issues.

Commissioner Reiber questioned the increase in impervious surface. Mr. Tousignant stated that there is 750 square feet, 40 percent of which is hard surface. The gravel area is impervious.

Ms. Ruthig asked Mr. Martin if he would be expanding the parking lot. He stated he is working with the property owner on this.

The call to the public was opened at 6:50 pm.

Mr. Jeff Dhaenens of 5494 Sharp Drive is in support of this, and he hopes that there will be food trucks allowed in Genoa Township.

The call to the public was closed at 6:52 pm.

Moved by Commissioner Chouinard, supported by Commissioner Rassel, to approve the Sketch Plan dated April 11, 2025 for an accessory building for food service at the existing Tap-In's located at 4444 E. Grand River Avenue. **The motion carried unanimously.**

OPEN PUBLIC HEARING #2... (REQUEST TO WITHDRAW FROM AGENDA)...

Consideration of a Zoning Ordinance text amendment to Article 13 entitled "Environmental Protection Regulations".

- A. Recommendation of Zoning Ordinance Amendments to Article 13 entitled "Environmental Protection Regulations".

Moved by Commissioner Chouinard, supported by Commissioner Rassel, to withdraw Item #2 Consideration of a Zoning Ordinance text amendment to Article 13 entitled "Environmental Protection Regulations". **The motion carried unanimously.**

OPEN PUBLIC HEARING #3...Request for approval to distribute "Notice of Intent to Plan" for Proposed Master Plan update as required per Section 125.3839 (2) of the Michigan Planning Enabling Act.

- A. Approval of distribution of "Notice of Intent to Plan".

Ms. Ruthig is requesting the Planning Commission approve the letter she has drafted to be sent to neighboring communities, the surrounding school districts, etc. It will not be sent to Township residents at this time.

The call to the public was made at 7:00 pm with no response.

Moved by Commissioner McCreary, supported by Commissioner Chouinard, to approve to distribute the "Notice of Intent to Plan" for Proposed Master Plan update as required per Section 125.3839 (2) of the Michigan Planning Enabling Act. **The motion carried unanimously.**

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there are no items scheduled for the June meeting at this time.

Approval of the April 14, 2025 Planning Commission meeting minutes

Needed changes were noted.

Moved by Commissioner McCreary, seconded by Commissioner Rassel, to approve the minutes of the April 14, 2025 Planning Commission Meeting as amended. **The motion carried unanimously.**

Member Discussion

Commissioner Reiber asked if the joint meeting regarding the Master Plan has been scheduled. Ms. Ruthig stated staff is waiting for the survey questions from Giffels Webster.

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Adjournment

Moved by Commissioner Rassel, seconded by Commissioner Chouinard, to adjourn the meeting at 7:07 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary