

Charter Township of Lyon  
Planning Commission  
Workshop Meeting Minutes  
July 28, 2014

Approved: August 11, 2014

The meeting was called to order at 6:20 p.m.

Roll Call: Michael Conflitti, Chairman  
Kris Enlow  
Sean O'Neil, arrived at 6:33 p.m.  
Carl Towne, Vice-Chairman

Absent: Ed Campbell  
Jim Chuck

Also Present: Jennifer Gatti, Township Attorney  
Chris Doozan, McKenna Associates  
Leslie Zawada, Civil Engineering Solutions, Inc.  
Matthew Quinn, Township Attorney

Mr. Doozan reviewed the following 5 points with the Planning Commission:

1. Base site plan review decisions on a strict interpretation of zoning regulations and standards.
2. Base planned development (PD) review decisions on a strict interpretation of zoning regulations and standards.
3. Planned Development review process provides multiple opportunities for Planning Commission and Township Board input.
4. Don't allow neighborhood opposition to interfere with wise decision-making.
5. Avoid pronouncements that exceed one's level of expertise or qualifications.

Ms. Zawada explained the steps of the engineering review process. She explained that the conceptual review is for preliminary details of water/sewer and any known issues that may be present with the project. Preliminary review gets into the details of the project and what could affect the layout; this step offers a significant amount of review. The applicant must then meet any outstanding concerns before or with the final review. Final review is to make sure that all concerns and requirements have been addressed.

Ms. Gatti explained that the Planning Commission follows Robert's Rules of Order and the Chairman shall direct any discussion. She also commented that the Planning Commission should lean on the general policy of the Township.

Mr. Quinn commented that the Planning Commission should follow criteria when making motions and back the motions up by referring to the specific ordinance that applies in each individual case.

The Planning Commission workshop meeting was adjourned at 7:00 p.m. due to no further business.

Respectfully Submitted,

*Kellie Angelosanto*

Kellie Angelosanto  
Recording Secretary