

# **SUPERIOR CHARTER TOWNSHIP**

## **Planning Commission**

### **Regular Meeting Minutes - DRAFT**

July 23, 2025, 7:00 PM

Township Hall - 3040 North Prospect

Superior Township, MI 48198

#### **1. CALL TO ORDER**

Chair Gardner called the regular meeting to order at 7:00 p.m.

#### **2. ROLL CALL**

**Present:** Jay Gardner, Chair  
Thomas Brennan, Secretary  
Patrick McGill  
Brenda McKinney, Board Representative  
Nahid Sanii-Yahyai

**Absent:** Dr. Robert Steele, Vice Chair  
Curt Wolf

**Also Present:** Planning Consultants – Ben Carlisle and Michelle Marin, Carlisle Wortman

#### **3. DETERMINATION OF QUORUM**

A quorum was present.

#### **4. ADOPTION OF AGENDA**

MOTION by McKinney, supported by Brennan, to adopt the July 23, 2025, agenda as presented.

Motion passed unanimously by voice vote.

#### **5. APPROVAL OF MEETING MINUTES**

##### **A. Approval of the May 28, 2025 - Regular Meeting Minutes**

MOTION by Sanii-Yahyai, supported by McKinney, to adopt the May 28, 2025, meeting minutes.

Motion passed unanimously by voice vote.

#### **6. CITIZEN PARTICIPATION**

Brenda Baker spoke about the packet not being available on the website. The packet was listed under "June 23, 2025" instead of "July 23, 2025."

Jane Hinshaw spoke about the history of their home at 3626 N Dixboro Road. Her son has a disability, and she would like to have a cabin for him on their large property. They received a denial of the zoning compliance permit application they submitted for an accessory dwelling unit. She is arguing that ADUs

be permitted in rural areas, with restrictions. The Planning Commission providing information on the zoning ordinance rewrite process and the consideration of ADUs in the rural districts.

**7. CORRESPONDANCE**

Mr. Carlisle shared the Intent to Update the Master Plan letter that was mailed to neighboring jurisdictions from Pittsfield Charter Township.

MOTION by Brennan to receive the correspondence, supported by McKinney.

Motion passed unanimously by voice vote.

**8. PUBLIC HEARINGS, DELIBERATIONS AND ACTIONS**

None.

**9. REPORTS**

Ms. Marin and Mr. Carlisle shared updates within the monthly Planning and Zoning Reports for May and June that were shared at the last two Board of Trustees meetings. Chair Gardner asked about the conservation easement at Garrett’s Space, to which Mr. Carlisle gave an update on the process. Trustee McKinney provided an update that the applicant did come before the County Parks Commission to discuss the conservation easement. Tom asked about any pending litigation.

MOTION by Brennan to receive the report, support by McKinney.

Motion passed unanimously by voice vote.

**10. OLD BUSINESS**

None.

**11. NEW BUSINESS**

None.

**12. POLICY DISCUSSION**

**A. Zoning Ordinance Re-write**

Mr. Carlisle summarized the substantive changes proposed to Articles 11 and 16 of the zoning ordinance, regulating Off-Street Parking and the Zoning Board of Appeals.

In general, Commissioners support the proposed substantive changes. An additional change to remove all off-street parking requirements for parks was discussed and generally agreed upon. There was discussion of the number of ZBA members. Chair Gardner mentioned the negative connotation of the term “plight” which the Commissioners discussed.

Mr. Carlisle discussed the zoning ordinance rewrite process in general. The Commissioners indicated that they can review 3 articles at future meetings, if the articles do not include many changes or changes that will likely include substantial discussion. The next step is public input, including the state mandated public hearing and additional public engagement opportunities.

Sanii-Yahyai suggested including a “pleas and petitions” section of the meeting agenda.

**13. ADJOURNMENT** – *next regularly scheduled meeting on August 27, 2025*

MOTION by Brennan, supported by McKinney to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 7:50 p.m.

Meeting Minutes Respectfully submitted,

Thomas Brennan III, Planning Commission Secretary  
Michelle Marin, Recording Secretary  
3040 N. Prospect, Ypsilanti, MI 48198, 734-482-6099