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**PITTSFIELD TOWNSHIP PLANNING COMMISSION MINUTES**

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**Members Present:** Deborah Williams, Ann Harris, Stanley Young, Matthew Payne, Roland Kibler, Yameen Jaffer

**Members Absent:** George Ralph

**Others Present:** Christiania Lironis, Matthew Best, Director of Municipal Services, Haley Feeman - Municipal Services Coordinator and Recording Clerk.

**1.0 Call Meeting to Order at 6:30 p.m. / Determination of a Quorum**

Chairperson Payne called the meeting to order at 6:30p.m. A quorum was present.

**2.0 Pledge of Allegiance**

Chairperson Payne led the Pledge of Allegiance.

**3.0 Approval of Agenda**

**Motion by Commissioner Young, supported by Commissioner Jaffer, to approve the agenda as drafted.**

**MOTION CARRIED**

**4.0 Approval of Prior Minutes**

**4.1 Regular Minutes of October 19, 2023**

**Motion by Commissioner Williams, supported by Commissioner Kibler, to approve the Regular Meeting Minutes of October 19, 2023.**

**MOTION CARRIED**

**5.0 Public Comment**

None

**6.0 Public Hearing**

None

**7.0 Old Business**

**7.1 CUP 23-05 & CSPA 23-07 3428 E. Ellsworth LLC**

Consideration of a Conditional Use Resolution of Approval and Preliminary and Final Site Plan

3438 E. Ellsworth Road (L-12-14-200-015)

Matthew Best, Director of Municipal Services presented **CSPA 23-07 & CUP 23-05 3428 E. Ellsworth Road**. The applicant is seeking a combined preliminary and final site plan and conditional use approval to utilize an existing 2,400 sq.ft. industrial building for a marihuana retail operation. The subject site is zoned General Industrial and is located in the Marihuana Overlay District which allows grower, processor, provisioning center, and retailer facilities. Director Best gave a description the applicant's project narrative along with the experience they have in Michigan. The leased space is adjacent to an existing parking area containing 23 parking spaces (one (1) space is proposed to be removed as part of this project – 22 spaces to remain). The other unit located in this portion of the existing structure is noted to be a furniture business – information regarding the type of operations, employees, etc. about the neighboring business is unknown. The applicant indicates these are the only two (2) units of the buildings that share parking within this parking lot. Additionally, a new barrier-free parking space and accessible ramp and sidewalk is proposed to the main entry of the tenant space. The applicant has submitted the two items that were outstanding on the Planners Report dated October 13<sup>th</sup>, 2023, and we find what was submitted to be satisfactory. Those items were provided in your packet. Therefore, we are recommending Preliminary and Final Site Plan approval, and recommending Resolution of Approval.

Discussion was held on the following:

- Surrounding businesses

**Motion by Commissioner Williams, supported by Commissioner Young, to approve the Preliminary and Final Site Plan and the Resolution of Approval for CSPA 23-07 & CUP 23-05 3428 E. Ellsworth Road.**

**ROLL CALL**

**YES: HARRIS, JAFFER, WILLIAMS, YOUNG, KIBLER, PAYNE**  
**NO: NONE**  
**ABSENT: RALPH**  
**ABSTAIN: NONE**

**MOTION CARRIED**

**8.0 New Business**

None

**9.0 Planner's Report**

None

**10.0 Chairperson's Report**

None

**11.0 Commissioner's Report**

None

**12.0 Public Comment II**

None

**13.0 Adjournment**

**Motion by Commissioner Harris, seconded by Commissioner Jaffer to adjourn the meeting.**

Chairperson Payne adjourned the meeting at 6:40p.m.



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Deborah Williams, Secretary

11-16-2023  
November 16, 2023

**Please Note: This meeting is being recorded**

*This notice is posted in compliance with PA 267 of 1976 (as amended) Open Meetings Act, MCL 125.3103 and 125.3502 and the Americans with Disabilities Act (ADA). Individuals with disabilities requiring auxiliary aids or services should contact the Pittsfield Charter Township Clerk's Office 3 business days prior to the meeting. The Clerk's Office can be reached at 734-822-3120 or via email [clerk@pittsfield-mi.gov](mailto:clerk@pittsfield-mi.gov).*