

## **The Planning Commission**

The Planning Commission has the primary responsibility at the local level to prepare land use plans and provide recommendations and direction regarding the development of the community. Specific roles and responsibilities of the Planning Commission identified in the Michigan Planning Enabling Act (MPEA) include:

1. Educating the public about local planning issues, the master plan and land use regulation.
2. Cooperating and coordinating with other local units of government on common planning issues.
3. Preparing, adopting and maintaining the master plan.
4. Reviewing the master plans of neighboring communities and provide planning and coordination as appropriate.
5. Drafting and presenting to the legislative body a zoning ordinance and amendments to the zoning ordinance and offer recommendations on various zoning actions.
6. Reviewing and commenting on proposed public works projects.
7. Preparing and annually adopt a capital improvement program.
8. Preparing subdivision regulations and recommendations on proposed subdivisions.

In Shelby Township, the Planning Commission is also responsible for approving site plans for new residential, office, retail and industrial development. The site plan review process provides the township with an opportunity to review the proposed use of a site in relation to all applicable development ordinances and plans.

Site plan review also provides the township with an opportunity to review the relationship of the plan to surrounding uses, accessibility, pedestrian and vehicular circulation, off-street parking, public utilities, drainage, natural features, screening, and other relevant factors which may have an impact on public health, safety and general welfare.

The Planning Commission consists of nine members who are appointed by the Township Supervisor and approved the by Township Board of Trustees. One of the members of the Planning Commission is also a member of the Township Board. All members of the Planning Commission serve three year terms. The current Planning Commission membership consists of the following individuals:

- Jerome Moffitt, Chair
- Lisa Casali, Vice Chair
- Janet Elliot, Secretary
- Doug Wozniak, Township Board Representative
- Vincent Bernardi, Member
- Mike Ho, Member
- Raquel Moore, Member
- James Randlett, Member
- Diane Wessels, Member

The Planning Commission holds its regular meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 7:00 p.m. in the Municipal Building. Separate public hearing dates for rezoning applications or special land uses may be held on the Wednesday's following the regular Planning Commission meeting if necessary. A list of meeting dates and submission deadlines is provided below.

<b><u>Meeting Date</u></b>	<b><u>Deadline</u></b>
January 10 .....	January 3
January 24 .....	January 10
February 14 .....	January 31
February 28 .....	February 14
March 14 .....	February 28
March 28 .....	March 14
April 11 .....	March 28
April 25 .....	April 11
May 9 .....	April 25
May 23 .....	May 9
June 13 .....	May 31
June 27 .....	June 13
July 11 .....	June 27
July 25 .....	July 11
August 8 .....	July 25
August 22 .....	August 8
September 12 .....	August 29
September 26 .....	September 12
October 10 .....	September 26
October 24 .....	October 10
November 14 .....	October 31
November 28 .....	November 14
December 12 .....	November 28