



Conway Township Planning Commission

Monday, July 14, 2025 | 7:00pm

Conway Township Hall | 8015 N. Fowlerville Road, Fowlerville, Michigan 48836

1. **CALL TO ORDER / PLEDGE**
2. **ROLL CALL**
3. **CALL TO THE PUBLIC**
4. **APPROVAL OF PLANNING COMMISSION MEETING July 14, 2025 AGENDA**
5. **APPROVAL OF THE June 9, 2025 MEETING MINUTES**
6. **APPROVAL OF THE July 1, 2025 SPECIAL MEETING MINUTES**
7. **COMMUNICATIONS**
 - a. Zoning Administrator's Report
 - b. Livingston County Planning Commission Update/Report
 - c. Update from the last board meeting
8. **OLD BUSINESS**
 - a. Master Plan letter style survey – Sent out with taxes, Website is working
 - b. Residential Overlay district – Review of Overlay District
 - c.
9. **NEW BUSINESS**
 - a. Headland – Public Hearing for Solar Project on July 9, 2025
 - b. SWOC (Strengths, Weaknesses, Opportunities, and Challenges) Discussion with McKenna
 - c.
10. **PLANNING COMMISSION MEMBER DISCUSSION**
11. **2nd CALL TO THE PUBLIC**
12. **ADJOURNMENT**

Any person may speak for up to 3 minutes during the public comment period.

Next Meeting will be Monday, August 11, 2025



5. APPROVAL OF THE June 9, 2025 MEETING MINUTES Conway Township Planning
Commission Meeting Minutes
Monday, June 9th | 7:03pm EST
Conway Township Hall | 8015 N. Fowlerville Road, Fowlerville, MI 48836

Agenda	Items Discussed	Actions to be Taken
Attendees	<p>PC Members Present: Tom Parker, George Pushies, Mike Stock, Shawn Morrison, Steve Weiss, Kayla Poissant-Secretary</p> <p>ABSENT- Lucas Curd- Chair</p> <p>Zoning Administrator: Russ Cesarz</p> <p>Livingston County Planning Commissioner: Dennis Bowdoin</p> <p>Township Planner- McKenna- Liz Hart</p>	None
Call to Order/Pledge	Vice Chair, T. Parker called the Conway Township Planning Commission meeting to order at 7:03pm and led the Pledge of Allegiance.	None
Approval of Agenda	<p>Motion to add Public Hearing on Special Land Use and Solar Application under New Business (b). Motion by S. Weiss. Support by T. Parker. Motion Approved.</p> <p>Motion to accept the meeting agenda as amended for June 9th, 2025. Motion by K. Poissant. Support by G. Pushies. Motion Approved.</p>	<p>Motion Approved</p> <p>Motion Approved</p>
Approval of May 2025 Minutes	Motion to accept meeting minutes from May 19th, 2025. Motion by S. Morrison. Support by M. Stock. Motion Approved.	Motion Approved
Call to the Public	None at this time.	None
Communications	<p>a. Zoning Administrator Report:</p> <p>R. Cesarz stated that there were three new houses, pole barns, 2nd story additions, and re-roofs towards the northern end of the township. He stated that he found an illegal campground in the township with over ten campers and pump-out station. He spoke with the owner, and correcting the violation. R. Cesarz also found a pole barn hidden in the woods on another property. Owner is correcting the violation. He stated that Elm</p>	None

	<p>Street is planning on applying for rezoning, but is still reviewing the ordinances. R. Cesarz also located a farm with a junk yard towards the back of the property, and will be contacting the owners shortly.</p> <p>b. Board Ex-Officio Report: G. Pushies stated that the last Board meeting was on May 20th, and that they discussed software between the Treasurer and Clerk, attorney discussions were postponed until the June meeting, Policy 24 amendment, Cost-Sharing agreement with Headland Solar discussions, and ZBA appointments.</p> <p>c. Livingston County Planning Commission Report: D. Bowdoin stated that the LCPC approved Cohoctah's Master Plan, Howell's rezoning and text amendment, and Hartland's rezoning of the golf course.</p>	<p>None</p> <p>None</p>
Old Business	<p>a. Master Plan Postcard L. Hart confirmed that the postal list does cover PO Boxes. She stated that the post card is ready to print and then be mailed, but wanted to confirm with the PC as the Taxes for the township were about to be mailed, and thought it may save cost to add it into the mailing. L. Hart stated that the post card would be changed into a letter style page instead of a post card, with all of the information still on it.</p> <p>Motion to recommend to the Township Board to change the survey post card to a letter, and send it out to with the Summer 2025 taxes. Motion by S. Weiss. Support by G. Pushies. Motion Approved.</p> <p>b. Residential Overlay district T. Parker stated that agenda items (b) and (c) were together. There have been no updates at this time.</p> <p>Motion to postpone the Residential Overlay District review until next month's PC meeting. Motion by T. Parker. Support by G. Pushies. Motion Approved.</p> <p>c. Attorney/Planner review of residential overlay district See above in (b) section- Residential Overlay District.</p>	<p>Motion Approved</p> <p>Motion Approved</p>

<p>New Business</p>	<p>a. Headland – Submittal of Solar project determined to be incomplete T. Parker stated that the application has been deemed incomplete at this time, and the attorneys are reviewing it at this time. G. Pushies asked to hear from the ZA. R. Cesarz stated that the applicant should have received a letter with details on how it was deemed incomplete.</p> <p>b. Public Hearing for the Special Land Use and Solar Application- Headland Solar-</p> <p>Motion to set a Public Meeting for the Special Land Use and Solar Application from Headland Solar (applicant) for July 9th at 7pm. Motion by T. Parker. Support by S. Weiss.</p> <p>Motion Amended- Motion to set a Public Hearing for the Special Land Use and Solar Application from Headland Solar (applicant) for July 9th at 7pm. Motion by K. Poissant. Support by S. Weiss.</p> <p>M. Stock asked if the Township had extra copies of the application. Multiple copies, paper copies, were volunteered to be brought up to the township for residents to view.</p>	<p>Motion Approved</p>
<p>Commission Discussion</p>	<p>T. Parker stated that the PC needs to do their due diligence and research on the solar application.</p> <p>The capacity of the Township Hall was discussed. M. Brown, Township Supervisor, confirmed that the Fire Marshall came to the hall and verified that the max capacity for the building is at 194 people.</p> <p>K. Poissant brought up L. Hart’s SWOC discussion. L. Hart shared that it is an exercise to help with going over the Master Plan. It was discussed whether to do the exercise at the July 9th meeting, or the July PC Meeting. It was decided that the exercise would be done at the July PC Meeting, July 14th.</p> <p>The PC discussed having the survey ready by the July 9th Public Hearing in order to be available to the public.</p>	<p>None</p>

Last Call to the Public	M. Brown stated that there will be a joint meeting with Cohoctah with the Township Boards, PC Chairs, and ZA's on June 11 th at 5pm.	None
Adjournment	Motion to adjourn at 7:38pm. Motion by G. Pushies. Support by S. Weiss. Motion Approved.	Motion Approved

Respectfully Submitted:

Approved:

Kayla Poissant,
PC Secretary

Lucas Curd,
PC Chair

DRAFT



Conway Township Planning Commission Special Meeting Minutes

Tuesday, July 1st, 2025 | 5:33pm EST

Conway Township Hall | 8015 N. Fowlerville Road, Fowlerville, MI 48836

Agenda	Items Discussed	Actions to be Taken
Attendees	<p>PC Members Present: Lucas Curd- Chair, Tom Parker, George Pushies, Shawn Morrison, Steve Weiss, Kayla Poissant- Secretary</p> <p>ABSENT- Mike Stock</p> <p>Township Attorney: Michael Homier</p>	None
Call to Order/Pledge	Chair, L. Curd called the Conway Township Planning Commission meeting to order at 5:33pm and led the Pledge of Allegiance.	None
Approval of Special Meeting Agenda	Motion to accept the special meeting agenda as presented for July 1st. Motion by G. Pushies. Support S. Weiss. Motion Approved.	Motion Approved
Call to the Public	Mike Brown, Township Supervisor, stated that the Master Plan survey had some technical issues, but has now been resolved. He stated that it is available on the website, that the information was mailed with the taxes, and hard copies were available at the Township Office if needed.	None
New Business	<p>a. Closed session pursuant to MCL 15.268(1)(h) to discuss a written confidential legal opinion with the Township's attorney-</p> <p>Motion to move into closed session pursuant to MCL 15.268(1)(h) to discuss a written confidential legal opinion with the Township's attorney. Motion by G. Pushies. Support by S. Morrison.</p> <p>Motion to ratify the previous closed session motion with a roll call vote. Motion by G. Pushies. Support by S. Weiss.</p> <p style="text-align: center;"> L. Curd- Yes T. Parker- Yes G. Pushies- Yes K. Poissant- Yes S. Morrison- Yes S. Weiss- Yes </p>	Motion Approved

	Motion Approved. The PC went into closed session at 5:44pm. Motion to end closed session and open the special meeting back open to the public at 6:29pm. Motion by L. Curd. Support by G. Pushies. Motion Approved.	Motion Approved
Last Call to the Public	The second call to the public resulted in no comment.	None
Adjournment	Motion to adjourn at 6:31pm. Motion by G. Pushies. Support by S. Morrison. Motion Approved.	Motion Approved

Respectfully Submitted:

Kayla Poissant,
PC Secretary

Approved:

Lucas Curd,
PC Chair

Conway Township is updating its **Master Plan** and we want to hear from you!

The Master Plan is the Townships vision for the future.

Help Shape the Future of Conway Township!

We're updating the Master Plan, and your voice matters. This is your chance to share your thoughts and ideas about the future of our community — from parks and housing to roads and business development.

- Scan the QR code to take the survey online
- Visit ConwayMi.gov for more information
- Stop by the Township Hall for a hard copy of the survey

Your input will help guide decisions that affect the planning of our Township. **Let's build a better future — together!**

Scan Me!



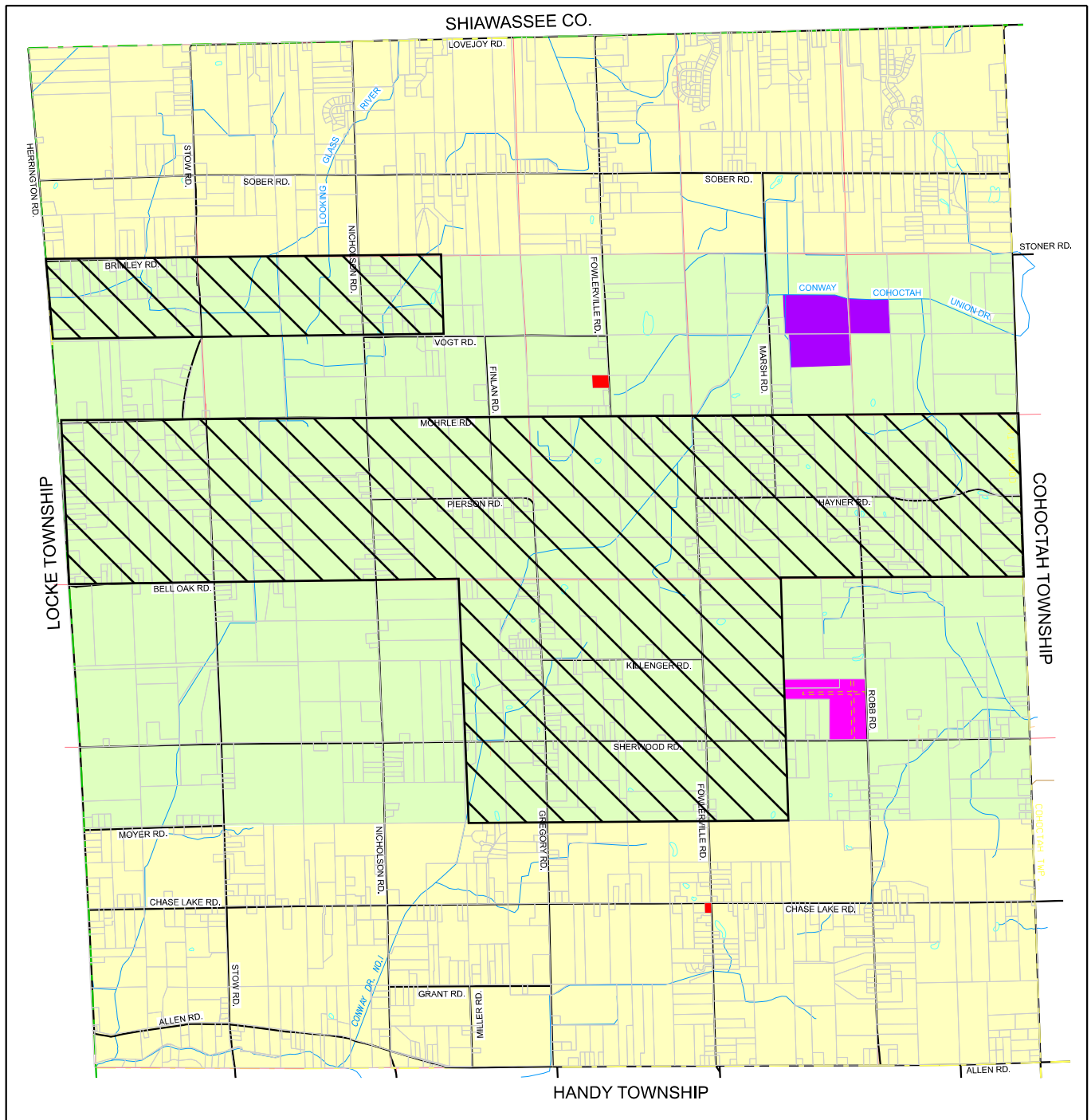
Scan the QR code above to take the online survey!



Please take the online survey or get a paper copy from Township Office.

ConwayMi.gov

Map 7: Conway Township Zoning Map



- Agricultural/Residential
- Residential
- Commercial
- Industrial
- Solar/Wind Energy System
- Waterbody
- River/Stream
- County Road
- Residential Overlay District

ZONING DISTRICTS

CONWAY TOWNSHIP, LIVINGSTON COUNTY





SWOT Analysis



**MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION**

What you will learn:

What is a SWOT analysis

How to conduct a SWOT analysis

SWOT stands for Strengths, Weaknesses, Opportunities, and Threats. This technique can help you find out what's working well, what isn't so good and determine what parts of the community have potential and what might be standing in the way of that success.

Evaluating a community's strengths and weaknesses can be done if you are thinking about a new master plan, at the initial phase of a master planning process, or as part of an annual meeting between elected and appointed officials.

A SWOT Analysis matrix is a 2x2 grid, with one square for each of the four aspects of SWOT.

<p>STRENGTHS</p> <ul style="list-style-type: none"> • Population & job growth • Low Cost of Living • Central Location • Natural Resources • Accessibility to higher education • Quality of Life • Large Military presence • Transportation Routes and Highway Systems • Access to Healthcare System 	<p>WEAKNESSES</p> <ul style="list-style-type: none"> • Limited Telecommunications Infrastructure • Limited Water/Wastewater Distribution • Lack of High Paying Jobs • Lack of Night Life / Entertainment • Educational Disparities, especially for rural counties • Limited Affordable Programs for disadvantaged Youth
<p>OPPORTUNITIES</p> <ul style="list-style-type: none"> • Digital Infrastructure Readiness • Unified Development Codes • Military Transition • Talent Retention • Smart traffic solutions • Alternative Energy sources • Developable Land • Business Retention Investments 	<p>THREATS</p> <ul style="list-style-type: none"> • Base Realignment and Closures (B.R.A.C.) • Resource constraints (water, transit, agriculture) • Uncontrolled population growth • Restrictive Federal Policies • Political disconnect between local and state governmental authorities • Limited Public school funding

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1919 West Stadium Boulevard, Suite 4
Ann Arbor, Michigan, 48103
734.913.2000 | www.planningmi.org
info@planningmi.org
Photo Credit: Paul VanDerWerf

SWOT Example from Development District of Central Texas

What the Law Says:

The Michigan Planning Enabling Act, in part states the following:

Sec. 7

- (1) A local unit of government may adopt, amend, and implement a master plan as provided in this act.
- (2) The general purpose of a master plan is to guide and accomplish, in the planning jurisdiction and its environs, development that satisfies all of the following criteria:
 - (a) Is coordinated, adjusted, harmonious, efficient, and economical.
 - (b) Considers the character of the planning jurisdiction and its suitability for particular uses, judged in terms of such factors as trends in land and population development.
 - (c) Will, in accordance with present and future needs, best promote public health, safety, morals, order, convenience, prosperity, and general welfare.
 - (d) Includes, among other things, promotion of or adequate provision for 1 or more of the following:
 - (i) A system of transportation to lessen congestion on streets and provide for safe and efficient movement of people and goods by motor vehicles, bicycles, pedestrians, and other legal users.
 - (ii) Safety from fire and other dangers.
 - (iii) Light and air.
 - (iv) Healthful and convenient distribution of population.
 - (v) Good civic design and arrangement and wise and efficient expenditure of public funds.
 - (vi) Public utilities such as sewage disposal and water supply and other public improvements.
 - (vii) Recreation.
 - (viii) The use of resources in accordance with their character and adaptability

Sec 31

- (2) In the preparation of a master plan, a planning commission shall do all of the following, as applicable:
 - (a) Make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions.
 - (b) Consult with representatives of adjacent local units of government in respect to their planning so that conflicts in master plans and zoning may be avoided.
 - (c) Cooperate with all departments of the state and federal governments, public transportation agencies, and other public agencies concerned with programs for economic, social, and physical development within the planning jurisdiction and seek the maximum coordination of the local unit of government's programs with these agencies.

Sec. 33 (1) A master plan shall address land use and infrastructure issues and may project 20 years or more into the future. A master plan shall include maps, plats, charts, and descriptive, explanatory, and other related matter and shall show the planning commission's recommendations for the physical development of the planning jurisdiction

A SWOT Analysis is often done at a single meeting as a brain storming session. Items are added to the list without too much immediate discussion. Once recorded, they can be honed down and clarified in subsequent discussions.

Strengths and Weaknesses are internal factors.

Strengths are assets or qualities that your community does particularly well, or in a way that distinguishes it from other communities. When considering strengths and weaknesses, imagine how visitors or neighboring municipalities see your community. Do they notice weaknesses or strengths that you tend to be blind to?

Opportunities and Threats as external factors, arising from the wider economy or environment. Opportunities are openings or chances for something positive to happen, such as eco-tourism or a new assembly plant. Threats include anything that can negatively affect your community from the outside, such as rising lake levels or economic recession. It's vital to anticipate threats and prepare for them.

A facilitator (whether a contractor or volunteer) can be helpful when undertaking a SWOT Analysis.

When interpreting a SWOT analysis, it is important to look for instances where internal strengths are paralleled by external market opportunities. Equally, it is important to spot instances where internal program weaknesses are match by corresponding external threats.

A SWOT analysis can reveal hidden obstacles as well as identify positive elements not be readily evident. Used properly, SWOT can generate valuable data quickly.

SWOT Follow Up

- Were there any surprises?
- Are there items that require fact checking?
- If the SWOT was conducted as the first step of the master plan process, the next step may be researching the topics listed. If the SWOT was conducted at an annual meeting, the next step may be following up with staff, outside agencies, or writing a new ordinance.
- Determine who will follow up with the items highlighted in the SWOT and set a date to report back to the group.


This tear sheet was developed by the Michigan Association of Planning (MAP) for the Michigan Economic Development Corporation (MEDC). The Michigan Association of Planning is a 501 c 3 organization, dedicated to promoting sound community planning that benefits the residents of Michigan. MAP was established in 1945 to achieve a desired quality of life through comprehensive community planning that includes opportunities for a variety of lifestyles and housing, employment, commercial activities, and cultural and recreational amenities.





Vision	
Year	What is the time frame for the city vision?
Image	How would you like your city to be in 2030? E.g. sustainable, safe, prosperous, resilient, etc.
Purpose	What is the city's purpose? How does it serve its inhabitants? E.g. better quality of life, equitable opportunities for all, inclusion, etc.
Mission	What actions should be taken to reach that purpose in the defined time frame? E.g. participation, clear governance structure, etc.
Values	What convictions and beliefs should guide the city's actions? What are the values that define the city's identity? E.g. strengths of the city's identity, participative and engaged communities, etc.

Our
City
Plans


UN-HABITAT

Vision

In _____ is

Year Name of city

How would we like [city] to be in the future, how does it see and perceive itself?

focused on _____

What is the reason for the city's existence and how does it serve its inhabitants?

by _____

What actions need to be taken to achieve the purpose over a period of time?

guided by _____

What values guide and represent us?