

ANN ARBOR CHARTER TOWNSHIP
Planning Commission Meeting
January 5, 2026, at 7:00 P.M.

Meeting at Township Hall, 3792 Pontiac Trail, Ann Arbor, MI 48105 and available video conference call. [Click here](#) to register to participate via video conference call or visit aatwp.org.

I. CALL TO ORDER by the Chairperson

II. ROLL CALL

III. DETERMINATION OF QUORUM

IV. CITIZEN PARTICIPATION

Reserved time for citizen participation on agenda items only. Citizens wishing to comment must state their name and address; each speaker has up to 3 minutes. Any written comments will be entered into the record but not read aloud. Public comments regarding non-agenda items is at the end of the meeting.

V. APPROVAL OF AGENDA

VI. REVIEW AND APPROVAL OF MINUTES

- A. December 2, 2025, AAT PC DRAFT Meeting Minutes

VII. COMMUNICATIONS AND ANNOUNCEMENTS

- A. Summary of Board of Trustees Meeting for December 15, 2025

VIII. PUBLIC HEARINGS

IX. NEW BUSINESS

- A. Approve Planning Commission 2025 Annual Report
- B. Warren Road Workshop Discussion
 - 1. Set date for second workshop

X. OLD BUSINESS

XI. ITEMS FOR DISCUSSION

XII. INFORMATIONAL ITEMS

XIII. PUBLIC COMMENT

Citizens wishing to comment on non-agenda items, must state their name and address; each speaker has up to 3 minutes.

XIV. ADJOURNMENT

**ANN ARBOR CHARTER TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
Township Hall – 3792 Pontiac Trail
December 1, 2025 – 7:30 P.M.**

I. ROLL CALL & ESTABLISH QUORUM

Chair Bunch called the meeting to order at 7:32 p.m.

Present:

Richard Bunch (Chair)
John Allison
Alexandra Cacciari
Lee Gorman
Karen Mendelson
Randolph Perry
Daniel Rivkin

Absent:

None

Also Present:

Township Supervisor: Diane O'Connell
Township Planner: Sally Elmiger (Carlisle Wortman)
Township Attorney: Jeffrey May (Bodman PLC)
Building and Zoning Official: Peter Pace
Planning Assistant: Jennifer Morris

II. CITIZEN PARTICIPATION

None

III. APPROVAL OF AGENDA

MOTION by Gorman, support by Mendelson, to approve the agenda.

Motion passed unanimously by voice vote.

IV. APPROVAL OF MINUTES

A. November 3, 2025 – Draft AACT Planning Commission Meeting Minutes

MOTION by Gorman, support by Mendelson, to approve the November 3, 2025, regular meeting minutes with the following corrections:

- **On page 4, second paragraph, after "Commissioner Mendelson questioned affordable housing language clarity" and Planner Elmiger's comment, add: "Planning Commission agreed to changes to clarify this language."**

- **In the next sentence, strike "Allison and" so that the sentence reads: "Commissioner Mendelson agreed to provide editorial and grammatical corrections to Planner**

Elmiger."

Motion passed unanimously by voice vote.

IV. COMMUNICATIONS

Commissioner Allison provided a summary of the Board of Trustees meeting for November 17, 2025. He reported that the Board has been working on the fee schedule.

V. PUBLIC HEARINGS

None

VI. NEW BUSINESS

A. TW-01-24 3555 N. Dixboro –Tree Mitigation Plan

Ryan Cox, property owner at 3555 North Dixboro Road, appeared before the Planning Commission along with his wife Nicole Cox. Mr. Cox explained that they are requesting to forfeit the escrow funds (\$33,950) to the Township Woodlands/Natural Features Fund in lieu of planting the required replacement trees. He stated that after consulting with three arborists and a landscaper, planting the required number of trees on the property was deemed impossible due to limited space and site conditions. He noted they had moved their septic field to protect a hackberry tree, which eliminated the only open area where trees could have been planted, and that the heavily shaded, wooded site would result in very low survival rates for planted trees.

Planner Elmiger clarified that the mitigation plan was required to be approved by the Planning Commission before a certificate of occupancy could be issued. She confirmed that forfeiting the escrow to the tree fund in lieu of planting is an option available in the ordinance.

Building and Zoning Official Peter Pace supported the solution, noting the site constraints.

Township Attorney Jeffrey May explained that the motion should include a finding that site conditions have made tree replacement difficult or undesirable, consistent with ordinance language.

MOTION by Perry, support by Rivkin, to accept as the mitigation plan the deposit of the escrow (\$33,950) into the Township Woodlands Natural Features Fund in lieu of planting replacement trees on the property, upon finding that site conditions have made tree replacement on the site difficult or undesirable.

Motion passed unanimously by voice vote.

B. Approve Planning Commission 2026 meeting schedule

Commissioner Mendelson raised the question of changing the regular meeting start time from 7:30 p.m. to 7:00 p.m. for the 2026 calendar year. The Commission reviewed Section 6.4 of the Bylaws, which permits the Planning Commission to set a different starting time

by majority vote.

MOTION by Perry, support by Mendelson, to move the Planning Commission's regular meeting times from 7:30 p.m. to 7:00 p.m. for the 2026 calendar year, and if a bylaw amendment is necessary, to amend the bylaws to reflect this change.

Motion passed unanimously by voice vote.

MOTION by Gorman, support by Cacciari, to approve the 2026 Planning Commission meeting schedule as presented in the meeting packet.

Planning Assistant Morris noted that the schedule should reflect the 7:00 p.m. start time.

MOTION by Gorman, support by Mendelson, to amend the motion to approve the 2026 Planning Commission meeting schedule with the starting time changed to 7:00 p.m. for regular Planning Commission meetings.

Motion passed unanimously by voice vote.

C. Modification of Bylaws

Township Attorney May explained that the proposed modifications to the Planning Commission Bylaws had been previously discussed and included modifications to the conflict of interest section. He noted that the earlier motion regarding the 7:00 p.m. meeting time had amended the bylaws.

The Commission discussed the conflict of interest provisions in Section 2-225 of the Township Code of Ordinances. Commissioner Perry researched the Township website and confirmed that the ordinance had been amended on April 21, 2025. Discussion included the policy being more restrictive than state law requires, particularly regarding the definition of "business associate."

Commissioner Perry referenced a quote from The Simpsons: "I respect our overseers," indicating the Planning Commission's acceptance of the Board of Trustees' authority to establish the conflict of interest policy, and requested this quote be included in the minutes.

MOTION by Allison, support by Gorman, to approve the Planning Commission Bylaws as amended, including the modifications to the conflict of interest section and the change in meeting time to 7:00 p.m.

Motion passed unanimously by voice vote.

VII. OLD BUSINESS

None

VIII. ITEMS FOR DISCUSSION

None

IX. INFORMATIONAL ITEMS

Commissioner Gorman reminded the Commission that there will be a workshop at 7:00 p.m. on December 2, 2025, regarding the Warren Road Study.

Commissioner Gorman noted that the draft 2025 Planning Commission Annual Report is available for review and will be discussed and approved at the January 5, 2026 Planning Commission meeting.

X. PUBLIC COMMENT

None

XI. ADJOURNMENT

MOTION by Mendelson, support by Gorman, to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 8:03 p.m.

January 2, 2026

To: Ann Arbor Township Board of Trustees
From: Ann Arbor Township Planning Commission
Subject: Ann Arbor Township Planning Commission Annual Report for 2025

In addition to its regular business of reviewing and taking action on proposed developments, the Planning Commission accomplished the following during 2025:

- Recommended to the Board of Trustees approval of:
 - Tree and Woodland Resource Preservation Ordinance amendments
 - Rezoning of the parcel at 500 Stein Rd
 - Conditional Use Permit for NSK Americas
- Adopted the 2025 Update to the Master Plan and forwarded to the Board of Trustees for endorsement.
- Amended the Planning Commission Bylaws, including the addition of the Conflict of Interest provision.
- Initiated Warren Road Special Study

The Planning Commission's Work Program for 2025 includes the following:

- Address clarifications of various regulations as recommended by staff.
- Develop recommendations for future use of the Township's Warren Road property.

No budget is included in this submittal, as the Planning Commission does not develop its budget.

Respectfully submitted,

Lee Gorman
Secretary
Ann Arbor Township Planning Commission

**ANN ARBOR TOWNSHIP MEETING DATES
2026 CALENDAR YEAR**

APPROVED

PLANNING COMMISSION	SUBMITTAL DEADLINE
1st Monday of most months @ 7:00 p.m.	By 2:00 pm
Monday, January 5, 2026	Tuesday, December 16, 2025
Monday, February 2, 2026	Tuesday, January 13, 2026
Monday, March 2, 2026	Tuesday, February 10, 2026
Monday, April 6, 2026	Tuesday, March 17, 2026
Thursday, May 7, 2026	Friday, April 17, 2026
Monday, June 1, 2026	Tuesday, May 12, 2026
Monday, July 6, 2026	Tuesday, June 16, 2026
Thursday, August 6, 2026	Friday, July 17, 2026
Tuesday, September 8, 2026	Wednesday, August 19, 2026
Monday, October 5, 2026	Tuesday, September 15, 2026
Thursday, November 5, 2026	Friday, October 16, 2026
Monday, December 7, 2026	Tuesday, November 17, 2026
Monday, January 4, 2027	Tuesday, December 15, 2026
Note: Planning Commission workshops held as needed.	
BOARD OF TRUSTEES	SUBMITTAL DEADLINE
3rd Monday of most months @ 7:00 p.m.	By 2:00 pm
Tuesday, January 20, 2026	Monday, January 12, 2026
Monday, February 16, 2026	Monday, February 9, 2026
Monday, March 16, 2026	Monday, March 9, 2026
Monday, April 20, 2026	Monday, April 13, 2026
Monday, May 18, 2026	Monday, May 11, 2026
Monday, June 15, 2026	Monday, June 8, 2026
Monday, July 20, 2026	Monday, July 13, 2026
Monday, August 17, 2026	Monday, August 10, 2026
Monday, September 21, 2026	Monday, September 14, 2026
Monday, October 19, 2026	Monday, October 12, 2026
Monday, November 16, 2026	Monday, November 9, 2026
Monday, December 21, 2026	Monday, December 14, 2026
ZONING BOARD OF APPEALS	SUBMITTAL DEADLINE
One Tuesday each month @ 4:00 p.m.	By 2:00 pm
Tuesday, January 20, 2026	Tuesday, December 9, 2025
Tuesday, February 17, 2026	Tuesday, January 6, 2026
Tuesday, March 17, 2026	Tuesday, February 3, 2026
Tuesday, April 21, 2026	Tuesday, March 10, 2026
Tuesday, May 19, 2026	Tuesday, April 7, 2026
Tuesday, June 16, 2026	Tuesday, May 5, 2026
Tuesday, July 21, 2026	Tuesday, June 9, 2026
Tuesday, August 18, 2026	Tuesday, July 7, 2026
Tuesday, September 15, 2026	Tuesday, August 4, 2026
Tuesday, October 20, 2026	Tuesday, September 8, 2026
Tuesday, November 17, 2026	Tuesday, October 6, 2026
Tuesday, December 15, 2026	Tuesday, November 3, 2026
Shaded means moved for holiday or election conflict	

**ANN ARBOR TOWNSHIP MEETING DATES
2026 CALENDAR YEAR**

APPROVED

BOARD OF REVIEW	
TBD	9 am - 10 am (Organizational meeting)
TBD	9 am - 4:30 pm
TBD	1:30 pm - 4:30 pm and 6 pm - 9 pm
COMPENSATION COMMISSION	
TBD - meets odd years, typically in October	
FARMLAND & OPEN SPACE PRESERVATION BOARD	
4th Monday of every other month @ 7:30 p.m.	
Monday, January 26, 2026	
Monday, March 23, 2026	
Tuesday, May 26, 2026	
Monday, July 27, 2026	
Monday, September 28, 2026	
Monday, November 23, 2026	
ELECTION COMMISSION	
TBD	
Shaded means moved for holiday or election conflict	

N:\CLERKS\Open Meetings\2026 Revised Meeting Dates_APPROVED