

### **15.3.3 Majority Vote**

The Planning Commission shall act by resolution. The concurring vote of a majority of the members of the Planning Commission shall be necessary to decide in favor of the applicant on any matter before the Planning Commission or act upon any other matter before the Planning Commission.

### **15.3.4 Meeting Minutes**

The Planning Commission shall keep minutes of its proceedings, all of which shall be filed promptly with the Township Clerk and shall be a public record, showing:

- a) The action of the Planning Commission;
- b) The reasons on which the Planning Commission bases its action; and
- c) Any other official action.

### **15.3.5 Transmittal of Resolutions**

A copy of each resolution passed upon by the Planning Commission shall be submitted to the Township Clerk and shall be made available to the Public.

## **15.4 POWERS AND DUTIES**

### **15.4.1 Master Plan:**

15.4.1.1 The Planning Commission shall make and approve a Master Plan as a guide for development within its planning jurisdiction. The planning jurisdiction includes areas within the Township and may also include any areas outside of the Township that, in the judgment of the Commission, are related to planning for the Township.

15.4.1.2 In preparation of the Master Plan, the 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 and other public agencies concerning 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.

15.4.1.3 The Master Plan shall address land use and infrastructure issues. The plan shall include maps, plats, charts, and show the Commission recommendations for the physical development of the Township. The Master Plan shall also include information pertinent to the future development of the planning jurisdiction as detailed in Act 33 of the Michigan Public Acts of 2008 (MCL 125.3833(2)).

15.4.1.4 Preparation and adoption of and amendments to the Master Plan shall follow the procedures established in Act 33 of the Michigan Public Acts of 2008 (MCL 125.3839-125.3845).