

PLANNING COMMISSION MINUTES

DATE: July 7, 2014

CALL TO ORDER: Chairman Steve Ryder called the meeting to order 7:00 PM.

ROLL CALL: Members present – Steve Ryder, Laurie Hodack, Mark Felton, and Marie Kelenske

Absent: Mike Skop

Also Present: Township Supervisor Sue Hobbs, Mary Campbell, JoAnn Gibes, Chris and Jane Furness, Michael E. Reese, Tom VanStedum, Tom Underwood and Dave Drews

APPROVAL OF MINUTES:

Motion by Steve Ryder seconded by Laurie Hodack to approve the minutes of June 2, 2014.

All Ayes, Motion Carried.

NEW BUSINESS: Site Plan Approval:

Great Lakes Golf Site Development:

The property is zoned C-2 Commercial. Jane and Chris Furness owners of Great Lakes Golf and Site Development are proposing to construct a building which would contain an office and equipment storage. They have met the required regulations on side yard setback of 15ft and front and rear setback of not less than 35 ft. The building will be sited close to the rear of the property line as their business does not require a street presence.

They must get permits from:

- Approved Land Division application and boundary survey of the proposed parcel
- Legal description of the parcel.
- Charlevoix County Soil Erosion/Sedimentation requirements
- Charlevoix County Road Commission Driveway Permit
- MDOT Commercial Drive Permit
- Health Department Permit for on-site well & Septic system
- Copies of Purchase Agreement for the property

BOYNE VALLEY TOWNSHIP

DEVELOPMENT SITE PLAN REVIEW STANDARDS

FINDINGS OF FACT

Article V Section 5.4 Standards for Granting Site Plan Approval

In order that buildings, open space and landscaping will be in harmony with other structures and improvements in the area, and to ensure that no undesirable health, safety, noise and traffic conditions will result from the development, the Planning Commission shall determine whether or not the development plan meets the following criteria, unless the Planning Commission determines that one or more of such criteria are inapplicable:

ORDINANCE REQUIREMENT	STATUS	FINDINGS
<p><u>1. General.</u> All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be so developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.</p>	<p>Building will be located to provide fifty feet (50') between c-2 business and residential to the south.</p>	<p>Meets Requirements</p>
<p><u>2. Landscape.</u> The landscape shall be preserved in its natural state.</p>	<p>Will leave tree Buffer</p>	<p>Meets Requirements</p>
<p><u>3. Storm water.</u> Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties. Run-off from such sites must run through detention and settling basins before being discharged off site. Such basins shall have the storage capacity to handle all storm water runoff from a three and one half (3.5) inch in a twenty-four (24) hour period rainfall event.</p>		<p>Meets Requirements</p>
<p><u>4. Emergency vehicle access.</u> All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.</p>		<p>Meets Requirements</p>

<p><u>5. Sidewalks, Pedestrian and Bicycle Circulation.</u> Every structure or dwelling unit shall have access to a public street, walkway or other area dedicated to common use.</p>		N/A
<p><u>6. Loading.</u> All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by a vertical screen consisting of structural or plant materials no less than six feet in height.</p>	<p>Dumpster must be hidden Kept neat</p> <p>C-2 can store equipment outside</p>	Meets requirements
<p><u>7. Lighting.</u> Exterior lighting shall be arranged so that it is directed away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Nor add to the visual light pollution of adjacent properties.</p>		Meets requirements
<p><u>8. Utilities</u> All utility lines (power, telephone, water, gas, and cable TV) serving these parcels shall be placed underground.</p>		Meets requirements
<p><u>9. Vehicular and Pedestrian Traffic</u></p> <p>The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in this ordinance.</p>		<p>Driveway entrance</p> <p>Must meet MDOT Requirements</p>
<p><u>10. Street and Roads</u> All streets shall be developed in accordance with this Ordinance or the County Road Commission specifications.</p>		N/A

<p><u>11. Other Permits.</u> Site plans shall conform to all applicable requirements of Township, County, State, and Federal statutes and approval shall be conditioned on the applicant receiving all necessary permits before final site plan approval.</p>		<p>Must have all permits in order.</p>
<p><u>12 Approval Process.</u> The development plan shall be reviewed by the Planning Commission. If disapproval is recommended, the Planning Commission shall cite reasons for such disapproval. If the Planning Commission finds a development plan not in conformity with this section, it may, at its discretion, return the development plan to the applicant with a written statement of the modifications necessary to obtain approval. Upon resubmission of the modified development plan, the Planning Commission shall review the plan. The Board may approve, disapprove or approve subject to compliance with such modifications and conditions as may be deemed necessary to carry out the purpose of this Ordinance and other ordinances and resolutions of the Township. If disapproved, the Planning Commission shall cite reasons for such disapproval.</p>		<p>Approved</p>

Motion by Steve Ryder to approve preliminary site plan for Great Lakes Golf & Site Development seconded by Laurie Hodack. All Ayes Motion Carried.

Ellsworth Farmers Exchange :

Request to add four additional 30,000 gallon propane tanks at the existing site with the 90,000 gallon tank on M-75 S. Tom VanStedum requested that we approve for two (2) tanks to be installed this year and two (2) in two (2) years if Boyne Valley Township Planning Commission approves the site plan.

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<p><u>2. Landscape.</u> The landscape shall be preserved in its natural state.</p>		Meets Requirements
<p><u>3. Stormwater.</u> Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties. Run-off from such sites must run through detention and settling basins before being discharged off site. Such basins shall have the storage capacity to handle all storm water runoff from a three and one half (3.5) inch in a twenty-four (24) hour period rainfall event.</p>		Meets requirements

<p><u>4. Emergency vehicle access.</u> All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.</p>		Meets Requirements
<p><u>5. Sidewalks, Pedestrian and Bicycle Circulation.</u> Every structure or dwelling unit shall have access to a public street, walkway or other area dedicated to common use.</p>		N/A
<p><u>6. Loading.</u> All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by a vertical screen consisting of structural or plant materials no less than six feet in height.</p>		Meets Requirements
<p><u>7. Lighting.</u> Exterior lighting shall be arranged so that it is directed away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Nor add to the visual light pollution of adjacent properties.</p>		Meets Requirements
<p><u>8. Utilities</u> All utility lines (power, telephone, water, gas, and cable TV) serving these parcels shall be placed underground.</p>		Meets Requirements
<p><u>9 Vehicular and Pedestrian Traffic</u> The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in this ordinance.</p>		N/A

<p><u>10. Street and Roads</u> All streets shall be developed in accordance with this Ordinance or the County Road Commission specifications.</p>		<p>Meets Requirements</p>
<p><u>11. Other Permits.</u> Site plans shall conform to all applicable requirements of Township, County, State, and Federal statues and approval shall be conditioned on the applicant receiving all necessary permits before final site plan approval.</p>		<p>Meets Requirements</p>
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Motion by Laurie Hodack to approve the installation of four (4) additional tanks to be installed within two (2) years. Seconded by Mark Felton. All Ayes Motion Passed.

Boyne Falls Propane:

Mike Reese is proposing the development of a retail propane sales location. The development will include a sales office, storage building and a fenced yard to the rear of the property. The property is zoned C-2 Commercial and this zoning district does include a retail store.

A conditional site approval is subject to the following:

- Approved Land Division application and boundary survey of the proposed parcel.
- Legal description of the parcel.
- Charlevoix County Soil Erosion/Sedimentation Permit.
- Charlevoix County Road Commission driveway permit.
- MDOT Commercial Drive Permit.
- Health Department permits for on-site well & septic system.
- Copies of signed purchase agreements for the property.

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In order that buildings, open space and landscaping will be in harmony with other structures and improvements in the area, and to ensure that no undesirable health, safety, noise and traffic conditions will result from the development, the Planning Commission shall determine whether or not the development plan meets the following criteria, unless the Planning Commission determines that one or more of such criteria are inapplicable:		
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<p><u>2. Landscape.</u> The landscape shall be preserved in its natural state.</p>		Meets Requirements
<p><u>3. Stormwater.</u> Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties. Run-off from such sites must run through detention and settling basins before being discharged off site. Such basins shall have the storage capacity to handle all storm water runoff from a three and one half (3.5) inch in a twenty-four (24) hour period rainfall event.</p>		Meets requirements
<p><u>4. Emergency vehicle access.</u> All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.</p>	Will have chain link fence installed around area where tanks are.	Meets Requirements
<p><u>5. Sidewalks, Pedestrian and Bicycle Circulation.</u> Every structure or dwelling unit shall have access to a public street, walkway or other area dedicated to common use.</p>		N/A
<p><u>6. Loading.</u> All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened by a vertical screen consisting of structural or plant materials no less than six feet in height.</p>	Will have trash dumpster at the end of pole building that will be hidden from public view.	Meets Requirements
<p><u>7. Lighting.</u> Exterior lighting shall be arranged so that it is directed away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Nor add to the visual light pollution of adjacent properties.</p>	Lighting will be shielded.	Meets Requirements.

<p><u>8. Utilities</u> All utility lines (power, telephone, water, gas, and cable TV) serving these parcels shall be placed underground.</p>		<p>Meets Requirements</p>
<p><u>9 Vehicular and Pedestrian Traffic</u> The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way equal to that specified in this ordinance.</p>		<p>Meets requirements. Must have MDOT approval. And meet with County Road Commission.</p>
<p><u>10. Street and Roads</u> All streets shall be developed in accordance with this Ordinance or the County Road Commission specifications.</p>		<p>Meets Requirements</p>
<p><u>11. Other Permits.</u> Site plans shall conform to all applicable requirements of Township, County, State, and Federal statues and approval shall be conditioned on the applicant receiving all necessary permits before final site plan approval.</p>		<p>Meets Requirements</p>
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<p>Commission shall review the plan. The Board may approve, disapprove or approve subject to compliance with such modifications and conditions as may be deemed necessary to carry out the purpose of this Ordinance and other ordinances and resolutions of the Township. If disapproved, the Planning Commission shall cite reasons for such disapproval.</p>		
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Motion by Marie Kelenske to approve the preliminary site plan for Boyne Falls Propane. Seconded by Mark Felton. All Ayes Motion Approved.

AMEND ZONING ORDINANCE ON ALLOWING FENCES AND SETBACK:

A recommendation was made to table the ordinance on fences until the Master Plan is completed.

MASTER PLAN:

Mary Campbell handed out Chapter 4 Existing Land Use to the committee. A map of the Township and Village was also included in this chapter. The Village area is too small to view so Mary will have this increased for the next month meeting.

A DNR chapter will be sent out before the August 4th meeting for everyone to review before this meeting.

Next meeting: August 4th at 7:00 p.m.

Motion by Marie Kelenske seconded by Mark Felton to adjourn. Motion Carried

Meeting adjourned at 9:30 pm

Submitted by Marie Kelenske, Planning Board Secretary