

Almont Township

819 N. MAIN STREET
ALMONT, MICHIGAN 48003
PHONE 810-798-8521/FAX810-798-7097
www.almonttownship.org

ALMONT TOWNSHIP PLANNING COMMISSION REGULAR MEETING

January 10, 2018

The regular meeting of the Almont Township Planning Commission was called to order at 7:02 P.M. by Chairman Francis at the Almont Township /Village Hall, 817/819 N. Main Street, Almont, Michigan 48003. Roll call was taken.

MEMBERS PRESENT: Brad Bletch, Rick Dodge, Steve Francis, Mark Lauwers, Kim Streeter, Jesse Thompson, and Bryan Zender. Caitlyn McGoldrick of ROWE Professions Services and Cory Mabery, PE of Davis Land Surveying & Engineering were also present.

MEMBERS ABSENT: N/A

ALSO PRESENT: Approx. 8 guests

MINUTES: MOVED BY DODGE AND SUPPORTED BY ZENDER, TO RECEIVE THE MINUTES FROM DECEMBER 13, 2017 AS PRESENTED. MOTION CARRIED.

CORRESPONDENCE: Presented

PUBLIC COMMENTS: None offered

LATE AGENDA ITEM: N/A

INTRODUCTION: N/A

PUBLIC HEARINGS: N/A

ELECTIONS: Chairman – MOVED BY ZENDER AND SUPPORTED BY LAUWERS TO NOMINATE STEVE FRANCIS AS CHAIR. Francis accepted the nomination. No other nominations were offered. **MOVED BY LAUWERS AND SUPPORTED BY STREETER TO UNANIMOUSLY ELECT FRANCIS AS CHAIR OF THE PLANNING COMMISSION FOR 2018. MOTION CARRIED UNANIMOUSLY.**

Vice-Chair – MOVED BY LAUWERS AND SUPPORTED BY STREETER TO NOMINATE ZENDER AS VICE-CHAIR. Zender accepted nomination. No other nominations were offered. **MOVED BY THOMPSON AND SUPPORTED BY LAUWERS TO UNANIMOUSLY ELECT ZENDER AS VICE-CHAIR OF THE PLANNING COMMISSION FOR 2018. MOTION CARRIED UNANIMOUSLY.**

ELECTIONS CONTINUED:

SECRETARY – MOVED BY STREETER TO NOMINATE DODGE AS PLANNING COMMISSION SECRETARY. Dodge accepted nomination. MOVED BY ZENDER TO NOMINATE STREETER AS PLANNING COMMISSION SECRETARY. Streeter declined nomination. **MOVED BY ZENDER AND SUPPORTED BY LAUWERS TO UNANIMOUSLY TO ELECT DODGE AS SECRETARY OF THE PLANNING COMMISSION FOR 2018. MOTION CARRIED UNANIMOUSLY.**

ZONING BOARD OF APPEALS REPRESENTATIVE – MOVED BY LAUWERS TO NOMINATE BLETCH AS ZBA REPRESENTATIVE. Bletch declined the nomination. MOVED BY STREETER TO NOMINATE DODGE AS ZBA REPRESENTATIVE. Dodge accepted nomination. **MOVED BY ZENDER AND SUPPORTED BY LAUWERS TO APPOINT DODGE AS THE PLANNING COMMISSION REPRESENTATIVE TO THE ZONING BOARD OF APPEALS FOR 2018. MOTION CARRIED UNANIMOUSLY.**

NEW BUSINESS: #1. 2018 Open Meetings Resolution

MOVED BY STREETER AND SUPPORTED BY LAUWERS THAT PURSUANT TO PUBLIC ACT 267 OF 1976, BE IT RESOLVED THAT THE MEETING OF THE ALMONT TOWNSHIP PLANNING COMMISSION SHALL BE HELD ON THE 2ND WEDNESDAY OF THE MONTH AT 7:00 P.M. AT 819 N. MAIN STREET, ALMONT, MICHIGAN. ROLL CALL VOTE: STREETER – YES; LAUWERS – YES, ZENDER – YES; BLETCH – YES, DODGE – YES; THOMPSON – YES; FRANCIS – YES. RESOLUTION ADOPTED.

2. Primeau/Conger – possible re-zoning of property (44-001-004-055-00)

Mr. Kurt Conger was present with his wife (Leann) who owns the property in question along with partner Primeau. Mr. Conger noted that the property they would like to re-zone is 8 acres in size, but only wanted to rezone a portion of it so that his wife who owns Diamond Realty could build an office building for her business and also have one to rent out. Chairman Francis asked the applicant to submit a re-zoning application to the Township and then the Planning Commission could hold a public hearing and discuss the re-zoning request in further detail.

OLD BUSINESS: 1. 4081 Van Dyke – Site Plan 17- Industrial Accessory Building

Mr. Ray Shavers owner of the property and his engineer, Tammy Foster, were present to discuss the site plan and the revisions that were made to the site plan pursuant to the Planner's and the Engineer's review.

Commissioner Zender noted that there were several items that still needed clarification or correction. Neighbors to the east and south of the subject property were in attendance expressing their disapproval of the location of the proposed cold storage building.

OLD BUSINESS: 1. 4081 Van Dyke – Site Plan 17- Industrial Accessory Building Continued

The property is an L-shaped lot with 2 accesses coming off of Van Dyke. As the property was combined with a 2 acre lot with a house on it, the property also has two addresses, one for the existing industrial buildings and one that was already assigned to the house. This property is zoned Industrial.

A long discussion was held on where the frontage was located. Mr. Shavers stated that the frontage is on the west side of the property and along Van Dyke hence making the south side of the property the side yard. Discussion was held on whether that was correct as the neighbor to the south did not want the proposed building to be closer than 100 feet from his wooded/farm land. Discussion was then held on whether the front of the property was on the North side (which has no road frontage) or if the frontage was on the West side. Ms. McGoldrick stated that she believed that the property was not unique but had 2 front and 2 rear sides.

Ms. Foster asked if the Planning Commission was going to require an additional 20 parking spaces and whether those spaces could be included in the overall parking lot or if additional parking had to also be included by the cold storage building.

Mr. Shavers asked if the wooded lot on the adjoining property to the south could be considered as part of the required landscape buffering. Planning Commissioners stated that it could not.

Brief discussion was held on the possibility of relocating the building elsewhere on the property and/or constructing a new commercial/industrial entrance drive off of Van Dyke thereby creating a defined front lot line.

The Planning Commission could not reach a consensus as to what would be considered the frontage.

Mr. Mabery suggested that the ZBA be allowed to determine the frontage. Consensus of Commissioners agreed and stated that until the ZBA ruled on the frontage matter and any other possible variances that may be needed, there was no need for further discussion. Chairman Francis suggested that Mr. Shavers seek a variance first and then depending on the outcome of the ZBA decision, come back to the Planning Commission for final review and decision.

Chairman Francis called for a break in the meeting at 7:55 p.m. Meeting was called back into order at 8:08 p.m. by Chairman Francis. Chairman Francis noted that the next item on the agenda concerned his business therefore he was stepping down and relinquishing the chairing of the next agenda item over to Vice-Chair Zender at 8:09 p.m.

2. 3294 Van Dyke – Country Smoke House – Phases 2 & 3 (revised plans)

Steve Francis and his architect Mr. Lee Stevens were present. Mr. Francis asked why soil borings were a concern of the Planning Commission. Engineer Mabery noted that soil borings are required to ensure that the proposed site has adequate soils to build on, but due to the fact that soil borings were originally

2. 3294 Van Dyke – Country Smoke House – Phases 2 & 3 (revised plans) continued:

presented back in 2009, new soil boring samples would not necessarily be required if the Planning Commissioners agreed. Consensus of Commissioners agreed that so long as the original report is on file new soil boring would not be necessary.

Section 3.4 HEIGHT LIMITS was discussed. Ms. McGoldrick noted that Mr. Stevens' interpretation was correct and waived that comment from her review.

Section 6.3.D was next discussed. A new photometric plan needs to be submitted.

Mr. Mabery's report was discussed noting some minor areas that needed to be addressed on revised plans.

MOVED BY DODGE, SUPPORTED BY LAUWERS TO APPROVE THE UPDATED SITE PLAN FOR 3294 VAN DYKE (COUNTRY SMOKEHOUSE) FOR PHASE 2 & 3, ORIGINALLY APPROVED 2009 (WITH EXTENSION GRANTED IN 2017). UPDATED PARKING CALCULATIONS (AS NOTED ON THE REVIEW FROM ROWE PROFESSIONAL SERVICES, DATED 1/2/18) WERE APPROVED BY THE PLANNING COMMISSION. THE PLANNING COMMISSION DOES CONSIDER THE PARAPET AN ARCHITECTURAL FEATURE, MEETING THE MAXIMUM BUILDING HEIGHT UNDER SECTION 3.4 OF THE ZONING ORDINANCE. THIS APPROVAL IS CONTINGENT OF THE FOLLOWING:

- 1. MEET ALL REMAINING REQUIREMENTS ON REVIEWS FROM DAVIS LAND SURVEYING & ENGINEERING (DATED 1/4/2018) AND ROWE PROFESSIONAL SERVICES (DATED 1/2/2018)**
- 2. SOIL BORING DOCUMENTATION MUST BE ON FILE WITH THE ALMONT TWP. BUILDING DEPT.**
- 3. SHEET "C5" FROM THE 2009 APPROVED PRINT SET NEEDS TO BE ADDED TO CURRENT PRINT SET.**
- 4. NEED TO SHOW CONCRETE VS. ASPHALT AREAS ON SITE PLAN.**
- 5. NEED TO PROVIDE UPDATED (SHEET 1) PHOTOMETRIC PLAN SHOWING POLES ALONG NORTH PROPERTY LINE AND VALUES MEETING THE ALMONT TOWNSHIP ZONING ORDINANCE.**
- 6. 4 NEW SETS OF SEALED PRINTS WITH THE ABOVE REQUIREMENTS NEED TO BE DELIVERED TO ALMONT TOWNSHIP ZONING DEPARTMENT.**

ROLL CALL VOTE: DODGE – YES, LAUWERS – YES, BLETCH – YES, STREETER – YES, THOMPSON –YES, ZENDER - YES. MOTION CARRIED.

Vice-chair Zender relinquished the chairing of the remaining portion of the meeting back over to Francis at 8:47 p.m.

3. Planning Commission Process Guideline Manual

Commissioner Thompson volunteered to take over putting the Planning Commission Process Guideline spreadsheet of application status together and updating the spreadsheet as necessary.

4. Solar Farm Ordinance Process

Ms. McGoldrick reviewed the proposed suggestions with the Planning Commissioners. Suggestions were made as to placements, planning review requirements, etc. Ms. McGoldrick will provide revisions for next meeting.

REPORTS:

Planner: 2017 Annual Report was received by the Planning Commission. Discussion was held on the need to review and update the Land Use Map in the Master Plan in 2018.

Engineer: Written report received by Planning Commission.

Zoning Board of Appeals: N/A

Zoning & Building: Verbal update was given.

Planning Commission General Comments: February 14, 2018 Agenda was reviewed.

Old Business: TDC (4310 Van Dyke) February Review.

**MOVED BY LAUWERS AND SUPPORTED BY STREETER TO ADJOURN THE MEETING AT 9:38 P.M.
MOTION CARRIED.**

Respectfully submitted by:

Ida L. Lloyd

Ida L. Lloyd, Recording Secretary