

VEVAY TOWNSHIP PLANNING COMMISSION
Regular Meeting
Wednesday, September 7, 2016
Vevay Township Hall – 7:00 p.m.

MINUTES

Members present: Jack Cady, Richard Lacasse, John Lazet, Pattie McNeilly, Ilene Thayer, and Bruce Walker.

Members absent: None.

Other Persons present: Supervisor Jesse Ramey, and Legal Counsel David Revore.

I. Call to Order: The meeting was called to order at 7:00 p.m. by Chair Thayer.

II. Pledge of Allegiance

The audience joined the Commission in reciting the Pledge of Allegiance.

III. Set/Amend Agenda

The agenda was accepted as submitted.

IV. Approval of Minutes: Regular Meeting August 3, 2016

The following amendments were offered. Amend:

- Page 2, second paragraph, second line, replacing “extensions” with “extension”;
- Page 3, first paragraph under “Pending Business”, second line by replacing “by” with “be”;
- Page 5, 8th bullet point, starting on the first line as follows: “...number of acres allocated to size (in acres) of the subject property and approximate number of acres allocated to each proposed use...”;
- Page 6, second paragraph from the bottom, by replacing “copes” with “copies”; and
- Page 11, second line from the top as follows: “~~Renewal~~ A new SLU permit is still...”

MOTION Walker, seconded by Cady, to approve the August 3, 2016, regular meeting minutes as amended.

CARRIED 6-0.

V. Brief Public Comment

Dennis Marvin and Chris Thelen on behalf of Consumers Energy – gave an update on the Vevay Solar Garden Project. Construction has always been planned as a pilot project predicated on sufficient subscriptions of financial support to proceed. In the other two projects at WMU and GVSU, the universities subscribed to enough capacity to allow the projects to proceed. While there has been about a 60% subscription rate to the Vevay Township project, about 80% is needed before construction would begin. They will not be able to renew their option for the

planned parcel; consequently, Consumers Energy has withdrawn from this project. He distributed copies of a letter that has been submitted to the Township that could be sent to residents of the Township explaining their decision to withdraw.

The Commission expressed their appreciation for the cooperative nature of the efforts between Consumers Energy and the Township.

VI. Reports

A. August, 2016 AGS Building/Zoning Report

The written report indicated that there were five building/zoning permit actions, involving: a pool; two pole barns; a re-roof; and a deck. Four authorizations to enforce the Zoning Ordinance are pending or resolved: a blight violation which has been remediated and the complaint resolved; a blight violation, with legal counsel having sent a letter seeking remediation; a sign and trash violation, which the resident has started to address; and a barking dog complaint, which has been resolved.

B. Distribution of Onondaga Township Draft Master Plan

Commissioners had received copies of a letter from the Onondaga Township Board of Trustees announcing that their Master Plan is being distributed for public review, and may be accessed at the Township website: onondagatownship.org. The public has 63 days to provide any written comments to the Onondaga Township office.

C. Distribution of Delhi Charter Township Realize Cedar Plan

Commissioners had received copies of a letter from Delhi Charter Township announcing that the draft plan of the Realize Cedar Plan is being distributed for public review and may be accessed at the Township website: delhitownship.com. Comments and questions may be sent by mail to the Township, or via email to tracy.miller@delhitownship.com.

VII. Pending Business

A. SLU Application – Beauty Salon (single chair) – Mike and Debi Buchman at 1159 S. College Road

The Commission considered the SLU permit application and updated site plan dated September 7, 2016, asked questions of the applicant, and made the following findings:

Section 3.08 – Home Occupations

- A. No person other than the resident occupants shall be engaged in the home occupation. – Condition met.
- B. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants. The home occupation shall be operated in its entirety within the principal dwelling, but shall not, in any case, exceed a total floor area of twenty five percent (25%) of the total gross floor area of the

- C. dwelling unit. – The house is a new home, the room proposed for the salon is substantially less than 25% of the area of the home, and the applicants intend to operate on a part-time basis. The house is the owner’s residence, and the proposed use is clearly incidental and subordinate to that purpose.
- D. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of the home occupation other than one (1) sign as permitted by the Residential District regulations. The permitted sign shall be located on the same property as the home occupation and shall not be permitted within any street right-of-way. – Condition met. As this is a new construction, the outside appearance is unaffected by the proposed use. At this time, no sign is proposed.
- E. No retail or other sales of merchandise or products shall be conducted upon the premises except for incidental products related to the home occupation or those goods actually produced on the premises. - Condition met. The primary proposed use is a hair salon, with service provided by the homeowner. Any sales would be incidental to the provided service.
- F. Any traffic generated by the home occupation shall not be so great as to cause adverse effects within or upon the surrounding neighborhood. – Condition met. As clients would be served individually, all generated traffic would also be individual vehicles. No adverse effects are expected to affect neighboring parcels.
- G. No equipment or process shall be used in a home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the premises, if the occupation is conducted in a single-family dwelling, or outside the dwelling unit if conducted in other than a single-family dwelling. In case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or cause fluctuation in line voltage off the premises. – Condition met. Any equipment or process, noise, vibration, glare, fumes, odors, or electrical interference would be equivalent to that generated by any normal individual addressing their personal hair grooming.
- H. Section 204 of the Zoning Enabling Act (MCL 125.3204) provides that a home occupation to give instruction in a craft or fine art within the residence shall be allowed. Section 204 does not prohibit the regulation of such an activity. – Not applicable.

Section 14.03 – Site Plan Review Requirements:

- C. Required Site Plan Submission Requirements
- A general location sketch showing at minimum, properties, streets and use of land within 1/2 mile of the area. – An aerial view map was provided which indicated the surrounding parcels, structures, and uses.
 - Legal description of the subject property. – Provided in the application.
 - The date, north arrow, and scale. – Provided in the application.
 - Name and address of the property owner or petitioner. – Provided in the application.
 - Existing zoning and use of all properties abutting the subject property. - Provided in the aerial map.
 - All buildings, parking and driveways within 100 feet of all property lines. – Provided in the

- aerial view map.
- The overall objectives of the proposed development. – Provided in the site plan. The applicant indicated that the overall purpose is to establish a one-chair beauty salon in an existing room of their (soon to be) residence.
- Size (in acres) of the subject property and approximate number of acres allocated to each proposed use and gross area in building, structures, parking, public streets and drives, and open space. – Provided in the application.
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- Dwelling unit densities by type, if applicable. – Not applicable
- Proposed method of providing sewer and water service, as well as other public and private utilities. – Not applicable.
- Proposed method of providing storm drainage. – Not applicable; already provided on site.
- Seal, name, and firm address of the professional individual responsible for the preparation of the site plan. – Provided in the application: Self-drafted.
- Property lines and required setbacks shown and dimensioned. - Provided in the site plan.
- Dimensions of all existing and proposed structures on the subject property including dwelling unit densities by type, if applicable. – Provided in the site plan.
- Size and location of existing and proposed utilities, including any proposed connections to public, or private community sewer or water supply systems. – Not applicable.
- All existing and proposed drives (including dimensions and radii), acceleration/deceleration lanes, sidewalks, signs, exterior lighting, curbing, parking areas (including the dimensions of a typical parking space and the total number of parking spaces to be provided), fire lanes, and unloading areas. For projects on a collector or arterial road, see also Section 12.04. – Driveway, parking area, and exterior lighting are indicated on the site plan.
- Pavement width and right-of-way width of all roads, streets, and access easements within 100 feet of the subject property. – Not applicable. College Road and Lyon Road are standard county roads, and the dimensions are standard for two-lane roads throughout the Township. No known easements are within 100 feet of the parcel.
- Location and size of all surface water drainage facilities. – Not applicable.
- Location of all solid waste disposal facilities, including recycling, and screening. – Not applicable, as the applicants noted that these operations will happen inside the residence.
- Location and specifications for existing or proposed outside, above or below ground storage facilities for hazardous materials. – Not applicable.
- All existing vegetation and the location, type, and size of all proposed landscaping, and the location, height and type of existing and proposed fences and walls. - Included in the site plan.
- Recreation areas, common use areas, flood plain areas and areas to be conveyed for public use and purpose. – Not applicable.
- Exterior lighting showing area of illumination and indicating the type and height of fixture to be used. – Applicant will use the house light over the entrance, which is a normal fixture for residential use. No other lighting fixtures will be added.
- Elevation drawings of proposed buildings – Not applicable.

D. Additional Information

Given the submission of a revised site plan and materials, no additional graphics or written materials were requested. As there is no significant foreseeable increase in traffic, no Traffic Impact Assessment or Traffic Impact Study was required of the applicant.

Section 14.04 – Application and Review: It was noted that all required copies and fees have been submitted.

Section 14.06– Review Standards: the Commission made the following findings:

D. Site Development Standards

1. The uses proposed will not adversely affect the public health, safety, or welfare. – Condition met. As the use will be confined to the residence and will have no foreseeable negative impact on the surrounding residential and farming operations, the Commission determined that the proposed use would not adversely affect the public health, safety, or welfare.
2. Uses and structures located on the site shall take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance. – Condition met. Traffic should be minimal, and should not be significant enough to impede the normal and orderly development or improvement of surrounding properties.
3. The site plan shall provide reasonable visual and sound privacy for all dwelling units located within and adjacent to it. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes. Appropriate fencing may be required by the Planning Commission around the boundaries of the development if deemed necessary to minimize or prevent trespassing or other adverse effects on adjacent lands. The Planning Commission may also require road or pathway cross-connections between developments. – Condition met. The only impact of the proposed use would be brief automotive sounds during the day. Given the single vehicle nature of any new traffic, this impact was found to present an insignificant effect on nearby dwelling units.
4. The site shall be developed to create a pleasant, pedestrian paced atmosphere which de-emphasizes the automobile and considers rural character. Site amenities like street trees, bike racks, benches and outdoor tables may be required by the Planning Commission. – Not applicable. The proposed use is individual hair dressing within the residence, and only by appointment.
5. All buildings and groups of buildings shall be arranged so as to permit necessary emergency vehicle access as requested by the Fire Department. – Condition met. Necessary emergency vehicle access is already available via the existing driveway.
6. Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets. Lighting of buildings or structures shall be minimized to reduce light pollution. The site shall comply with the requirements of Section 15.04. – Condition met. The exterior lights on the residence would be utilized even if no business operations were proposed.
7. 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 streets, shall be screened in accordance with the requirements of Section 15.02. – Not applicable, as no

loading and unloading operations are proposed. No outside storage is being proposed. No additional screening is needed.

8. Site plans shall conform to all applicable requirements of Township, County, State, Federal agencies. Approval may be conditioned on the applicant receiving necessary Township, County, State, and Federal permits before final site plan approval or an occupancy permit is granted. – Ms. Buchman is currently a licensed cosmetologist. At this time, the only other required governmental agency approval would be for a cosmetology business license. When that license is obtained, a copy will be provided to the Township.
9. The general purposes and spirit of this Ordinance and the Master Plan of the Township shall be maintained. – Condition met. As the proposed use should have minimal impact of any sort on surrounding parcels, the spirit of the Zoning Ordinance and the Master Plan are considered to have been met.

E. Vehicular and Pedestrian Standards

1. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points. – Condition met. As the site will be limited to one client/vehicle per session, and as there is no pedestrian traffic, “safe, convenient, uncongested and well-defined vehicular and pedestrian circulation” is considered to be already adequately provided.
2. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic within the Township. – Condition met. The existing horseshoe driveway connection to College Road was found to be adequate to provide for a safe and efficient circulation system.
3. The minimum number of vehicular entrances and exits shall be provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site. The number of vehicular entrances to and exists from the site shall be determined with reference to the number of dwelling units or other land uses within the site, the nature and location of the surrounding streets, the effect of traffic in the area, nearby topography, and other factors. – Condition met. Given the pre-existing driveway and the proposed level of traffic, this requirement was deemed to be sufficiently provided.
4. Adequate traffic control shall be provided on site and throughout developments to ensure safe vehicular and non-motorized cohabitation. The Planning Commission may require traffic calming measures, paved road shoulders, and deceleration or turn lanes when necessary. – Condition met. Given the limited number of vehicles provided access to the property, adequate traffic control was deemed to not need any improvement.
5. Appropriate sidewalks, trails or pathways for pedestrians and non-motorized vehicles may be required within the development and between developments but may be deferred with an appropriate performance guarantee. – Condition met. The possibility of the need

6. for sidewalks in the foreseeable future is remote. There are no sidewalks currently on the property or surrounding parcels and none are planned. No known trails or pathways for the general public are needed, given the district and the proposed uses.
7. The Planning Commission may require shared driveways or the consolidation of existing driveways where appropriate. – Not applicable.

F. Environmental and Natural Features Standards

As no removal or alteration of significant natural features or trees is proposed or needed, and as there is no known history or recent experience of standing water on the property after rainfall, the requirements of this entire section were found to not be applicable.

SECTION 15.04 LIGHTING – as no additional lighting is proposed, and only the residential entrance light will be utilized, all of the requirements of this section were found to not be applicable.

SECTION 15.05 LANDSCAPING REQUIREMENTS

As the structure to be utilized is a personal residence with a horseshoe-driveway already constructed, the proposed use should have minimal visual and noise impact. As such, the provisions of this entire section were found to not be applicable.

The Commission having considered the site plan and having made the findings as detailed above:

MOTION Cady, seconded by Lacasse, that the site plan for beauty salon operations on parcel #33-10-10-19-100-033, 1159 S. College Road, as submitted September 7, 2016, by the Buchmans, be approved as it meets the requirements of Chapters 3, 14 and 15 of the Zoning Ordinance as determined by the Commission as reflected in the meeting minutes above.

CARRIED 6-0.

Section 16.03 – Basis of Determination: While this is the responsibility of the Board of Trustees, the Commission opted to incorporate their site plan findings and other testimony into a format to assist the Board in making these determinations.

A (1) - The Special Land Use shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent property and the surrounding area.

The proposal meets this condition. The parcel is zoned A-1 and surrounding parcels are used for residential and farming purposes. No new construction or structures are proposed for the use; traffic will be only one vehicle at a time; no noise, smoke, fumes, visual impact, vibrations, new outdoor lighting, or pedestrian traffic is proposed or expected; and there would be no need for any expanded or new public services. Given the minimal impact on the affected parcel, the proposed use would be harmonious with the adjacent property and surrounding area.

A (2) – The Special Land Use shall not change the essential character of the surrounding area.

The proposal meets this condition. The essential character of the surrounding area includes residential use, and farming activities. Only a new residence is proposed to be used, and no

current structures are proposed to be modified on the outside or torn down. No significant vegetation would be removed. No other natural features would be changed or affected by the proposed use.

A (3) – The Special Land Use shall not be hazardous to adjacent property, or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or property through the creation of hazardous or potentially hazardous situations or the excessive production of traffic, noise, odor, smoke, dust, fumes, glare or site drainage. –

The proposal meets this condition. The proposal does not include any hazardous activity. The only material involved would be hair products suitable for residential use and disposal. No hazardous equipment will be utilized. There will be no outside storage, burning, additional noises, odors, smoke, dust, vibration, glare, or fumes. Any new traffic on College Road would amount to merely several vehicles per day when the salon is open. No pedestrian traffic will occur. Site drainage has been adequate to date, and should continue to be so. There should be no new negative impacts on the parcel itself, and thus none to surrounding parcels or persons.

A (4) – The Special Land Use shall not place demands on public services and facilities in excess of current capacity.

The proposal meets this condition. No public road work is needed, and no significantly increased traffic is expected to be generated. No public storm water drainage system or public water supply will be needed. No activities are planned that would increase the potential need for enhanced law enforcement oversight or presence, fire services, or emergency medical services.

A (5) – The Special Land Use shall be in general agreement with the Township Master Plan.

As the Master Plan is currently written, major goals are protection of the Agriculture District, and orderly development that fits the rural character of the Township. The proposed use meets these goals and is in general agreement with the Master Plan.

A (6) – The Special Land Use shall comply with all site plan review standards.

The required site plan review process was completed by the Commission during their regular August 3, 2016, and September 7, 2016 meetings. The site plan was unanimously approved on September 7, 2016.

MOTION Walker, seconded by McNeilly, to recommend the Board of Trustees approve issuance of Special Land Use Permit #16-01, operation of a single chair in-home salon chair at 1159 S. College Road, Mason, MI, as requested by Mike and Debi Buchman. Recommended approval is based on compliance with the Vevay Township Zoning Ordinance, and Commission approval of the proposed Site Plan. CARRIED 6-0.

B. SLU Application – Gravel Mine - Sunrise Aggregates LLC at Ives Road (Renewal of SLU permit 82.02 – Richard Lyon)

As the applicant has not yet updated their SLU permit application, site plan, mining plan, and reclamation plan, this item was tabled for the evening. Supervisor Ramey had talked with Mr. Warvel earlier in the day, and the new plans are expected soon.

C. Review Draft Master Plan

Commissioners have received copies of all chapters and proposed maps. Clerk Kean submitted a letter to the Commission requesting that the location of all five commercial cellular communication towers be included on the Land Use/Land Cover map.

After discussion, the Commission requested Mr. Eidelson to include the five cellular communication towers on the Land Use/Land Cover map, and to amend:

- Table of Contents, page ii, by striking “Soil limitations for Non-Farm Uses” under both “Inventory Maps” and “Figures” in Appendix D;
- Appendix A, page A-5, the first bullet point, in consultation with Supervisor Ramey, re-write the details of the history of the 1989/1994 agreements with the City of Mason.
- Appendix A, page A-11, the last sentence under “Fire and Police Protection Services” should mirror the language used on page 4-4, along the lines of “Police protection services are provided by the Michigan State Police AND LOCAL LAW ENFORCEMENT AGENCIES on an as-needed basis.”;
- Appendix A, page A-13, first paragraph, third line down, correct the spelling of “Plains Road”;
- Appendix A, page A-13, the second bullet point, to clarify what is meant by the City of Mason having in their Master Plan language that envisions industrial development in a significant portion of the Township;
- The map on “Public Road Network – Michigan Public Act 451” needs to correct the Legend reference to Public Act 451; and
- Correct the spelling of “Limitations” on the maps “Soil Limitations for Dwellings Without Basements” and “Soil Limitations for Septic Tank Absorption Fields”.

D. Scheduling of a Potential Special Meeting for Discussion on Possible Zoning Ordinance Amendments

Over the past several months the Commission has been compiling a list of possible topics and language changes for amending the Zoning Ordinance.

COMMISSION – briefly discussed the new state revenue for road-building/maintenance that will take effect in 2017, and the likely increase in demand for gravel and road-building materials. This could lead to increased gravel mining, and the Township should be prepared for potentially new or expanded mining operations.

First priorities for the special meeting include looking at the Section 3.06 wording on frontage requirements and shared driveways, and Chapter 14 and a process for cancellation of a SLU permit.

**MOTION Cady, seconded by McNeilly, to schedule a special meeting on Tuesday, October 4, 2016, starting at 6:00 pm, to begin consideration of possible Zoning Ordinance amendments on topics mentioned by the Commission throughout the past year.
CARRIED 6-0.**

VIII. Any Other Business

Commission – discussed possible Zoning Ordinance amendments:

- Section 14.03 to potentially clarify the table of requirements for preliminary and final site plans;
- Section 3.06 and the wording on frontage requirements and shared driveways;
- Page 16-8, correcting the numbering to “xiv” and “xv”.

COMMISSION – expressed their appreciation for Wayne Uzzle’s service on the Commission.

IX. Additional Public Comment

Greg Shaw – asked if shared driveways are the responsibility of the Ingham County Road Department, as he needed their permission to construct a drive for the barn he moved into the Township. He also has seen in other states the tendency of cities to expand into Township areas via annexation.

X. Adjournment

There being no further business, the meeting was adjourned at 9:12 p.m.

John Lazet, Secretary