

VEVAY TOWNSHIP PLANNING COMMISSION
Regular Meeting
Wednesday, May 8, 2019
Vevay Township Hall – 6:30 p.m.

MINUTES

Members present: Jack Cady, John Lazet, Chris Lewis, Pattie McNeilly, Jim Minster, and Al Winters.

Member absent: Bruce Walker was excused by voice vote.

Other Persons present: Supervisor Ramey.

I. Call to Order: The meeting was called to order at 6:30 p.m. by Chair McNeilly.

II. Pledge of Allegiance

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

III. Set/Amend Agenda

The agenda was accepted as presented.

IV. Approval of Minutes: Regular Meeting of April 3, 2019

No amendments were offered.

MOTION Minster, seconded by Cady, to approve the April 3, 2019, regular meeting minutes.

CARRIED 6-0.

V. Brief Public Comment

There was no public comment.

VI. Reports

Commissioners had received the Zoning Administrator's report, summarizing the 12 complaints received so far in 2019, indicating five complaints have been closed due to resolution or information being provided to the complainant. The seven pending complaints include: three concerning junk; trash on property; metal roofing coming off of a barn; living in a camper and not the unlivable house; and a complaint of marijuana odor.

VII. Pending Business

1. Site Plan Review Request for a Pole Barn from Elhorn Engineering @ 889 Eden Road

Mr. Todd Luks was present on behalf of Elhorn Engineering – he explained that the goal is to erect a pole barn for vehicle parking/storage when the vehicles are not in use. There will be no maintenance activities or oil changes occurring.

Commission – had discussion on Section 3.09 of the Ordinance (Accessory Buildings and Structures), which prohibits placement on an irregular lot of an accessory building within 400 feet of a residence. The proposed pole barn would be roughly 150 feet from the residence on the front lot, and the depth of the irregular lot on the south side is less than 400 feet. This set-back provision would prevent any accessory structure being built almost anywhere on the parcel. There was discussion on the intent of the section based on when the “creation” of the irregular lot occurred, and this line of reasoning was discarded as a non-viable interpretation.

Commission – had discussion on Section 3.04 (Main Building or Principal Use). This section, which applies to Section 3.09 as well, allows for multiple buildings on an Industrial parcel if they form “...a single, integrated complex as indicated by shared parking, signs, access, and similar activities which form a unified function and appearance.” The question arose that if this section is applicable to the application, do the requirements of Sec. 3.09 still apply? The Commission will ask legal counsel for a more definitive answer.

Commission – had discussion on the accessory building square footage table in Sec. 3.09 (E), limiting such a building on their 4.6 acre parcel to 3,200 square feet, while the proposed building would be 4,608 square feet. The site plan also indicates the building would be 32 feet in height, while the Ordinance restricts accessory buildings to 24 feet.

Commission – had discussion on Sec. 3.09 (C), and whether the applicant could possibly attach the garage to the existing building, either directly or connected by a breezeway, as a means of complying with the Ordinance.

To assist the applicant in potentially providing a new site plan, the Commission reviewed the materials, and will schedule a final review for the regular June 5, 2019 meeting if the materials are received, changes made, and the location, square footage, and height of the building comply with requirements. As this is an amendment to their site plan, requirements and standards were only reviewed for the proposed pole barn.

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. – Condition met, page C2.0.
- Legal description of the subject property. – Condition met, page C0.0.
- The date, north arrow, and scale. – Condition met, pages C1.0 and C2.0.
- Name and address of the property owner or petitioner. – Condition met, page C0.0.
- Existing zoning and use of all properties abutting the subject property. - Condition met, page C1.0.
- All buildings, parking and driveways within 100 feet of all property lines. – Condition met, page C1.0.
- The overall objectives of the proposed development. – Condition met, side comments on page C2.0. During Commission consideration, the applicant indicated that the overall purpose is to erect a garage for company vehicles.

- 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. – **Conditions NOT met**, page C2.0, but compliant upon the notation that the building would cover not only 4,608 square feet, but also 0.11 acres, and the new graveled area will cover about 0.06 acres. (But note the accessory building construction limits noted above this review).
- 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. – **Conditions NOT met**, page C2.0, as the location of the septic field should be included on the amended site plan.
- Proposed method of providing storm drainage. – Condition met, page C2.0. Comments indicate that drainage and standing water after a rain have not been an issue in the past, and the proposed development would drain in accordance with existing drainage patterns.
- Seal, name, and firm address of the professional individual responsible for the preparation of the site plan. – Condition met, provided on each page of the submitted site plan.
- Property lines and required setbacks shown and dimensioned. - Conditions met, provided on page C2.0.
- Dimensions of all existing and proposed structures on the subject property including dwelling unit densities by type, if applicable. – Conditions met, new building noted on page C2.0.
- Size and location of existing and proposed utilities, including any proposed connections to public, or private community sewer or water supply systems. – Conditions met, on page C2.0, but the location of the septic field should be noted.
- Any signs not attached to the building(s). – Condition met, as no new signs are proposed.
- 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. – Conditions met, on pages C1.0 and C2.0. No new parking is needed as the building will not have customers or employees who are not already using the existing parking spaces.
- Pavement width and right-of-way width of all roads, streets, and access easements within 100 feet of the subject property. – Conditions met, on page C2.0.
- Location and size of all surface water drainage facilities. – Condition met, with explanation on page C2.0.
- Location of all solid waste disposal facilities, including recycling, and screening. – Not applicable.
- 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. - Conditions met, on page C2.0.
- 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. – Conditions met on pages C2.0. One wall pack LED light will be installed in compliance with all of the requirements of the Ordinance.

- Elevation drawings of proposed buildings – Condition met.

D. Additional Information

Given the detail of the site plan drawings, once the missing information as noted above is added, 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: Supervisor Ramey confirmed that all required copies and fees have been submitted.

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

B. **Site Development Standards**

1. The uses proposed will not adversely affect the public health, safety, or welfare. – Conditions met. The parcel is zoned M-1 Industrial, in an area with other industrial use parcels. No undue noise, odors, fire, smoke, vibrations, glare, or other negative impacts are anticipated. The proposed use will not result in additional traffic, human presence, and activity. As there should be no foreseeable negative impact on the surrounding 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. – Conditions met. Drainage and standing water after rain have not been an issue in the proposed area of use, and the proposed location and size of the building would fit within the patterns of the existing drainage. The proposal is within the allowable coverage area of development. As the proposed use is merely covered parking for existing vehicles, the use will not impede the normal and orderly development or improvement of surrounding properties, which are mostly already developed.
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. – Conditions met. There is only one residence within or close to the parcel. A vegetative barrier is proposed to diminish visual issues and enhance sound privacy for the residence. As the proposed use is only changing the parking area for existing vehicles, this impact was found to present an insignificant effect on nearby uses, and not entail the need for fencing or barriers.
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 not in a pedestrian path, nor are any proposed.

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. All buildings and areas likely to need such access will be accessible by the existing driveway and proposed graveled areas.
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. – Conditions met. The single light, proposed installation, and use are in compliance with Chapter 15, as noted below.
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.
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. – Condition met. The applicant has received a soil erosion permit from the Ingham County Drain Commissioner and approval of their proposal. Consumers Energy will be installing the electric supply from the main building to the proposed building, and will meet all needed permitting and standards of construction.
9. The general purposes and spirit of this Ordinance and the Master Plan of the Township shall be maintained. – Condition met. The proposed use is allowable on an M-1 zoned parcel, and this parcel is surrounded by other parcels also zoned M-1. As the proposed use should have minimal impact on surrounding parcels, and would fit the character of an Industrial District, the spirit of the Zoning Ordinance and the Master Plan are considered to have been met.

C. 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. – Conditions met. Traffic flow will be as currently occurs except parking will be covered. No pedestrian traffic is proposed. These conditions were considered adequately fulfilled by the detail of spacing, paving, and driveways as noted on page C2.0.
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 anticipated low level of traffic is adequately accommodated by the existing drive which opens on Eden Road, and the proposed paving and spacing of access to buildings and the driveway.
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. – Conditions met. As the ICRD has already approved the existing driveway, and given that there will be no new traffic, this requirement was deemed to be sufficiently addressed.

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 expected to access the property, 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. – Not applicable. There are no sidewalks currently on the property or surrounding parcels, and none planned. No known trails or pathways for public use are needed, given the nature of the district and the proposed uses.
6. The Planning Commission may require shared driveways or the consolidation of existing driveways where appropriate. – Not applicable.

D. Environmental and Natural Features Standards

1. Removal or alteration of significant natural features shall be restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Planning Commission may require that landscaping, buffers, and/or buffer strips be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. – Condition met. The only applicable provision is for screening of the adjacent residence, which is provided and in compliance with Chapter 15.
2. Landmark trees and significant vegetation slated for protection shall be marked on site to prevent their damage during construction. – Not applicable.
3. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect the public storm drainage system. – Not applicable.
4. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas. Subsurface landscape islands within parking lots are encouraged. Catch basins may be required to contain oil filters or traps to prevent contaminants from being directly discharged to the natural drainage system. – Condition met, with details of the of the current drainage flow as noted on page C2.0.
5. Stormwater drainage design shall recognize existing natural drainage patterns. Stormwater removal shall not adversely affect neighboring properties or the public storm drainage system. – Conditions met. The proposed area to be improved fits within the current drainage flow as detailed on page C2.0.

6. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land. – Not applicable.
7. Provisions shall be made to accommodate stormwater on-site wherever practical. Direct discharge of stormwater into surface waters is prohibited. Where feasible, nonstructural control techniques shall be utilized which shall:
 - a. Limit land disturbance and grading.
 - b. Maintain vegetated buffers and significant vegetation.
 - c. Minimize impervious surfaces.
 - d. Use terraces, contoured landscapes, runoff spreaders, grass, or rock-lined swales.
 - e. Use infiltration devices.- Conditions met. As noted above, the proposed improvement will require impervious surfaces that have been deemed to not interfere with current drainage flow, and will direct any runoff into this existing flow pattern. Mid-Michigan averages over 30 inches of precipitation per year, and currently rain either moves off site, or soaks into underground aquifers. No discharge of stormwater into surface waters is proposed. While stormwater that runs into the drainage system would move off-site, it would be into the county drain system, which eventually supplies the Great Lakes. Given the industrial zoning and uses proposed, as well as the current topography, the proposed development and drainage system were deemed appropriate for site development.

SECTION 15.02 - LOADING REQUIREMENTS

As there will be no loading or loading areas, this entire section was deemed to be non-applicable.

SECTION 15.04 - LIGHTING

- A. The following lighting standards shall apply to all uses requiring site plan review:
 1. Off-street parking areas shall be adequately lit to ensure security and safety. Ground lighting and wall pack lighting is encouraged in small developments over pole lighting to prevent unnecessary glare and sky glow which inhibits the view of the night sky and, therefore, negatively effects rural character. – Condition met. The elevated building drawings indicate the location of the one proposed wall-mounted pack LED light with appropriate screening to block light being directed upwards or horizontally, and is proposed to be installed no higher than 16 feet from the ground. There will also be a vegetative screen to the west to block direct view of this light from the adjacent residence. This should prevent unnecessary glare and sky glow which could negatively affect rural character.
 2. Light fixtures shall be provided with light cut-off fixtures that direct light downward. Lighting shall not be attached to buildings or other structures that permit light to be directed horizontally. – Conditions met, page C2.0. As required, the light will be directed downward, and to only light the building and immediately surrounding area.

3. Lighting shall illuminate only the parking lot or other areas approved for illumination by the Planning Commission. – Condition met, page C2.0. There will be no inside lighting in the storage units at night, thus not adding to night time lighting glare.
4. Site lighting fixtures shall be limited to thirty (30) feet in height. – Condition met, page C2.0. The wall-mounted pack light will be no more than 16 feet above the ground.
5. Canopy lighting shall be mounted flush with the canopy surface. – Not applicable.
6. No light fixture shall protrude below the underside (facia) of any canopy. – Not applicable.

SECTION 15.05 - LANDSCAPING REQUIREMENTS

C. General Requirements:

1. For all uses requiring site plan review a landscape/screening plan shall be submitted to the Township for review and approval. The plan shall contain the following:
 - a. All applicable information listed in Chapter 14. – Condition met, as noted above.
 - b. All applicable information listed in this Section pertaining to plant materials. – Condition met, as noted below and on page C2.0.
 - c. The location, general size, and type of existing vegetation to be retained. – Conditions met, as noted below, see especially revised page C2.0.
 - d. A planting schedule and plan providing the following information:
 - (1) The botanical and common name of each plant used.
 - (2) The size of each plant to be used at the time of planting.
 - (3) The quantity of each plant to be used.
 - (4) Whether plants to be used are balled and burlapped container grown or bare root.
 - (5) The spacing and location of all proposed trees, shrubs and ground cover.
 - (6) The percentage of landscaped area to be provided on site.

- Conditions met, as noted on page C2.0.
2. Required plant materials minimum size (Table not reproduced) - Conditions met, as noted on page C2.0.
3. Trees Not Permitted: For the purposes of this Section, the following trees shall not be permitted because they split easily, their wood is brittle and breaks easily, their roots clog drains, or they are invasive species or unusually susceptible to disease or insect pests. (prohibited trees listed). – Condition met, as noted on page C2.0.
4. Mixing of Species: The overall landscape plan shall not contain more than thirty-three (33%) of any single plant species. The use of trees native to the area and Mid- Michigan, and mixture of trees from the same species association, is encouraged. – Condition met, as noted on page C2.0. The applicant agreed to meet the mixing of species requirement for the screen.
5. Species selection: landscaping materials shall be chosen which are best adapted to the solar exposure, soil, moisture and other site conditions which influence plant health and longevity. – Condition met, as detailed on page C2.0.

6. Plant material spacing: At planting, materials shall be spaced so as to ensure their survival over the length of their growing period. – Condition met, as noted on page C2.0.

7. Installation

a. Whenever a landscape planting screen or other plantings are required under this Section, it shall be installed according to accepted planting procedures and in a sound workmanlike manner. All plant material shall meet current standards of the American Association of Nurserymen. – This condition was explained to the applicant, who publicly agreed on May 8, 2019, to fully comply with this provision.

b. The Planning Commission may require that landscaped areas be irrigated. – Not applicable.

c. All required plantings shall be installed within six (6) months of their approval by the Township. An extension of this time may be granted by the Planning Commission. - This condition was noted to the applicant, who publicly agreed on May 8, 2019, to comply with this provision of the Ordinance.

d. Plant material shall be installed so that at maturity, it does not obscure traffic signs or lighting, obstruct access for emergency vehicles, interfere with adequate sight distance for motorists, or disrupt drainage patterns on the site or on adjacent properties. – Conditions met, as placement of vegetation and driveways/roads are noted on page C2.0.

e. Landscaped areas shall be covered by grass or other living ground cover. – Not applicable.

f. Trees and shrubs shall be setback a minimum of ten (10) feet from a vehicular access or pathway. - Condition met, as noted on page C2.0.

8. Maintenance

a. Maintenance of plantings shall be done with regularity to ensure a healthy and neat appearance. – This condition was noted to the applicant, who publicly agreed on May 8, 2019, to comply with this provision of the Ordinance.

b. Required landscaping (including buffer strips, trees, lawns, and ground cover) shall be maintained in a healthy, neat, and orderly appearance free of disease and insect infestations as well as clear of weeds and debris. - This condition was noted to the applicant, who publicly agreed on May 8, 2019, to comply with this provision of the Ordinance.

c. All unhealthy and dead plant material shall be replaced in the earliest appropriate planting period. - This condition was noted to the applicant, who publicly agreed on May 8, 2019, to comply with this provision of the Ordinance.

d. The landscape plan shall indicate all individuals or businesses that will be responsible for continued maintenance of the landscaping, including a method of contacting them. – As the applicant maintains the property they publicly agreed on May 8, 2019, to comply with this provision of the Ordinance.

9. Existing vegetation:

- a. Where healthy plant material exists on a site prior to its development or redevelopment variations from the landscape requirements may be approved to allow credit for the existing plant material if the adjustment is keeping with the intent of this Section. – The existing vegetation is relatively mature and effective in maintaining significant rural character even though this is an industrial use on a parcel zoned M-1. As this application is an amendment to a site plan, the only review by the Commission was of the screening of the new building from the neighboring parcels, especially that adjacent parcel with a residential use even though zoned M-1. Given the substantive amount of existing vegetation and ground cover that meet the stated interests of subsection (A)(1-9), the Commission gave credit for existing vegetation and deemed the proposed hedge as meeting the requirements of this section.
- b. All existing live trees in excess of twelve (12) inches in diameter at four and one half (4 ½) feet above the ground shall be preserved as much as practical. – Not applicable.
- c. Should any tree required by this Ordinance to be preserved die, it shall be the responsibility of the owner/developer to replace the dead tree. – Not applicable.
- d. A means of protecting site trees against injury during construction or injury from mowing equipment and vehicles shall be provided. – Not applicable.

D. Landscape Buffer Zones

1. Where landscape buffer zones are required:
 - a. A landscaped buffer of ten (10) feet wide measured from the property line and planted with evergreens or shrubbery shall be provided which maintains their density and screening effect throughout the calendar year. – Not applicable.
 - b. Additional screening may be required by the Planning Commission, including additional buffer width, a wall, berm and/or fencing to prevent the creation of any nuisance, avoid annoyance by artificial lighting or incompatible activity. – Proposed screening was deemed to be adequate.
2. Landscaping may be required to serve as windbreaks. – Not applicable.
3. Berms and swales shall be constructed with slopes not to exceed a 1:3 gradient with side slopes designed and planted to prevent erosion. Slopes shall be protected with sod, seed, shrubs or other form of natural groundcover. – Not applicable.

E. Parking Lot Landscaping

1. All off-street parking areas shall provide the following landscaping within the parking lot (in above ground or sunken landscape islands, bump-outs near the perimeter of the parking lot, as boulevards, etc.):
 - a. One (1) deciduous shade tree shall be required for each ten (10) parking spaces, provided that in no case shall less than two (2) trees be provided. – Condition met, as noted on page C2.0.
 - b. Three (3) under story shrubs shall be required for each ten (10) parking spaces. – Condition met, as noted on page C2.0.
 - c. Parking lot islands shall be at least one hundred (100) square feet in area, ten (10) feet in width and two (2) feet shorter than adjacent parking space. Rain gardens with rolled curb

and/or curbing with drainage gaps are encouraged to help manage storm water runoff. – Not applicable as the proposed new parking area is inside a building.

2. When off-street parking and loading of a non-residential use abuts a residential use or district, the parking lot and loading area shall be screened from the residential use or district by a solid, ornamental fence or masonry wall at least six (6) feet high. In lieu of a fence or wall, the Planning Commission may permit a sculpted berm and landscaping of a minimum of one (1) evergreen tree planted every fifteen (15) feet along the mutual property boundary. – Condition met by the screening noted on page C2.0.

F. Site Landscaping

1. Perimeter plantings shall be provided a rate of two (2) deciduous shade, ornamental, or evergreen trees for every ten (10) feet of road frontage; ten (10) shrubs per fifty (50) linear feet of property frontage and twenty perennials per fifty (50) linear feet of frontage. Plant materials shall be creatively and functionally dispersed around the perimeter of the property. Clustering and staggering of materials is recommended to maintain the rural character of the Township. – Not applicable as this is an amendment to a site plan and the existing perimeter plantings have been previously approved.

2. The required side and rear setbacks shall be landscaped to:

- a. Define cross-connections between properties for both pedestrian and vehicles;
- b. Define internal access ways for vehicles and pedestrians;
- c. Provide shade and lawn areas for outdoor activities;
- d. Provide appropriate outdoor amenities including seating, trash receptacles, etc., depending on the nature of the land use;
- e. Serve as windbreaks where warranted;
- f. To break up long expanses of building without windows. – Not applicable as this is an amendment to a site plan and the existing perimeter plantings have been previously approved.

G. Detention and Retention Ponds:

1. Plantings shall be provided a rate of one (1) deciduous shade or evergreen tree and ten (10) shrubs per fifty (50) linear feet of pond perimeter as measured along the top elevation of the pond bank. – Not applicable as this is an amendment to a site plan and the existing plantings have been previously approved.

2. To the extent possible, pond configuration shall be incorporated into the natural topography of the site. Where this is not practical, the pond shall be shaped to emulate a naturally formed depression and shall be part of the natural landscape and open space system of the site. – Not applicable.

3. Plantings shall replicate a natural environment. Trees and shrubs shall be clustered around the basin and contain a variety of plant material. – Not applicable as this is an amendment to a site plan and the existing plantings have been previously approved.

H. Utility Buildings, Outdoor Equipment, Outdoor Storage and Waste Receptacles

1. For utility buildings, stations, and/or substations, screening shall be provided consisting of a six (6) foot high wall, berm or fence, except when all equipment is contained within a

building or structure which is comparable in appearance to residential buildings in the surrounding area. – Not applicable.

2. Any trash receptacle or trash storage area shall be contained within an enclosure which is at least six (6) feet in height, or the minimum height of the trash collection or storage receptacle. The location of the trash receptacle or storage area shall be approved by the Zoning Administrator, unless part of a site plan approval, which will be approved by the Planning Commission. – Not applicable as no new trash storage area will be needed.

3. When located outside of a building, support equipment including air conditioning and heating devices, and water and gas meters, but not including plumbing or exhaust vents or chimneys, are to be screened to the height of the particular piece of equipment. – Not applicable.

4. Outdoor open storage of any equipment, vehicles and materials, shall be screened from public right-of-way and residential uses or districts. Such storage shall not be located in the required front setback. Commercial uses do not need to screen from one another and industrial uses do not have to screen from one another. – Not applicable, as no outdoor storage of any type is proposed.

At the conclusion of the review, further action on the site plan was postponed while direction from legal counsel was sought and the applicant addressed the deficiencies and non-compliant location, size, and height of the proposed building.

1. Revised Draft Gravel Mining Ordinance

Commissioners had received on May 7, 2019, from legal counsel an amended draft Zoning Ordinance amendment, reflecting the changes discussed during the Special Meeting on March 27, 2019. The Commission decided to use the May 7, 2019 DRAFT A for conversion to a final Ordinance amendment. Following review and discussion the only recommended change was on page 2, moving the definition of “air contaminant” from “C” to “A” in order to be in alphabetical order.

**MOTION Winters, seconded by Lewis, to set a public hearing during the June 5, 2019 regularly scheduled Commission meeting for the proposed amendment to the Zoning Ordinance addressing gravel mining.
CARRIED 6-0.**

2. Solar Energy Ordinance Review

Comm. Lewis and Lazet – gave an update on their progress. Comm. Lewis had provided Commissioners with a list of questions regarding various provisions, and he and Comm. Lazet walked the Commission through the questions and issues. Having received direction, Comms. Lewis and Lazet will prepare a proposed draft for Commission consideration.

3. Zoning Ordinance Possible Amendments

The Commission decided to next focus on Section 15.05, Landscaping Requirements. There was no detailed discussion.

VIII. Any Other Business

Chair McNeilly – distributed a list of site plans that had been conditionally approved, and recommended the Commission work with the zoning administrator to re-instate a process to follow-up with applicants to ensure the changes are made and the site plans re-submitted.

IX. Public Comment

There was no public comment.

X. Adjournment

There being no further business, the meeting was adjourned at 8:52 p.m.

John Lazet, Secretary