

VEVAY TOWNSHIP PLANNING COMMISSION
Regular Meeting/Public Hearing
Wednesday, June 7, 2017
Vevay Township Hall – 7:00 p.m.

MINUTES

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

Members absent: Jim Minster.

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 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 submitted.

IV. Approval of Minutes: Regular/Public Hearing Meeting 5-3-17

Amend:

1. Change the spelling from “marijuana” to “marihuana” on: page 2, last line of the first paragraph; page 2, last line of the second paragraph; page 3, 4th line of paragraph letter “c.”; and page 4, 4th line of paragraph letter “c.”.
2. On Page 3, first full paragraph, insert “Comm. Lazet - ” at the beginning to clarify that this is a continuation of his comments on the proposed Zoning Ordinance amendment.

Revised 7-5-17

MOTION Cady, seconded by Walker, to approve the May 3, 2017, Regular/Public Hearing Meeting minutes as amended.

CARRIED 6-0.

V. Brief Public Comment

There was no public comment.

VI. Recess to Public Hearing Regarding SLU Permit Application by TeleSite Wireless, Inc., for Ron Launstein at 1796 Hawley Road, Leslie, MI, for Cell Tower

Dennis Propst – asked as to the location of the proposed cell tower. It was noted that it would be on the Launstein parcel, as indicated on the site plan map.

Mr. David Antoun - was present on behalf of the wireless service provider working with Verizon, and the tower construction company. Proposed is a 195' galvanized steel monopole tower behind the vacant house at 1796 Hawley Road. It will be on a section of land about 100' by 100', surrounded by 6' chain link fence topped with barbed wire, and also surrounded by an evergreen screen. The tower will be available for co-location by other service providers. Access would be via a new drive coming off the existing driveway. For technicians to climb the tower, there are climbing pegs. To prevent unauthorized climbing, the pegs will be removed from the bottom portion of the pole; technicians will bring pegs and insert them when they need to climb the pole.

Commission – noted that the scale on page 4 of the site plan needs to be corrected.

There was no other public comment on the proposed amendment.

Chair McNeilly – encouraged Commissioners to forward any questions to Supervisor Ramey, who will forward them to the applicant for response at the next meeting.

VII. Adjournment of Public Hearing and Recommencement of Regular Meeting

There being no further public comment, the public hearing was ended at 7:14 pm, and the regular meeting recommenced.

VIII. Reports

May, 2017, AGS Building/Zoning Report

The written report indicated that there were 23 building/zoning permit actions, involving: five pole barns, a re-inspection, 12 piers in Mason Manor, two decks, a pool demolition, a garage door, and antennas. There were no outstanding authorizations to enforce the Zoning Ordinance.

IX. Pending Business

1. Site Plan Review: Greg Mauldon on Hull Road, #33-10-10-16-300-019 for Mini-Storage and Contractor Yard

As the Commission had extensive consideration of this site plan last month, the Commission adopted all its findings from the May 3, 2017 meeting, and considered the materials submitted since then to address the four deficiencies noted on May 3.

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, pages C0.0 and C1.0.
- Legal description of the subject property. – Condition met, page C0.0.
- The date, north arrow, and scale. – Condition met, page C0.0.
- 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, pages C0.0 and 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, in the site plan application and on pages C2.0 and C3.0. During Commission consideration, the applicant indicated that the overall purpose is to establish a series of mini self-storage buildings for use by individuals or small businesses, and to also have on site a contractor yard for landscaping services and landscaping material storage.
- 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 met, page C2.0.
- 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 met, pages C2.0 and C3.0. A well for potable water will be drilled on site, and a septic field installed. Electric supply is noted as well.
- Proposed method of providing storm drainage. – Condition met, pages C3.0, C3.1, and C5.1.
- 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 pages C1.0, C2.0, C3.0, and C6.0.
- Dimensions of all existing and proposed structures on the subject property including dwelling unit densities by type, if applicable. – Conditions met, new buildings noted on pages C2.0 and C3.0. Old foundations to be removed are noted on page C1.0.
- 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 pages C2.0 and C3.0. A potable water well and a septic field will be constructed on site.
- Any signs not attached to the building(s). – Condition met, as noted on page C2.0.
- 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 C2.0 and C3.0. This is currently an undeveloped parcel. Driveways, sidewalks, loading areas, and staging areas will be constructed, as noted. Specifics of construction are noted on page C4.0. Parking spaces are calculated and noted on page C2.0.
- 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 C1.0.
- Location and size of all surface water drainage facilities. – Condition met, with drawings of location on page C3.0, and construction specifics on pages C4.0 and C5.0.
- Location of all solid waste disposal facilities, including recycling, and screening. – Not applicable. Location of a concrete pad for trash dumpsters is noted on page C2.0.
- 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, with proposed cyclone fencing noted on page C2.0, existing vegetation on the various pages, and proposed new vegetative plantings noted on page C6.0.

- 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 and C3.0, with installation detailed on page C6.0.
- Elevation drawings of proposed buildings – Condition met. On May 24, 2017, the applicant provided new page C7.0 with the required drawings of the various buildings.

D. Additional Information

Given the detail of the site plan drawings, and other 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: 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 entail likely a minimum of traffic, human presence, and activity. As there should be no foreseeable negative impact on the surrounding commercial operations, the Commission determined that the proposed uses 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. While the parcel currently has unregulated areas of wetlands, the proposed re-grading of the site with a corresponding drainage system should adequately address ponding and ground softness issues. The detention basin on the eastern end of the property will be retained. The proposal is within the allowable coverage area of development. Traffic at any given time should be minimal, and should not impede the normal and orderly development or improvement of surrounding properties, which are mostly already fully 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 are no residences within or close to the parcel. Vegetative barriers are proposed to diminish visual issues, and enhance sound privacy for surrounding parcels. Six-foot high cyclone fencing around the areas of use should adequately discourage trespassing. Given the single vehicle nature of any new traffic, 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. Business should be almost exclusively by motorized vehicle.
 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 in paved areas with paved driveways for access.
 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 lights, 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. – Condition met, as appropriate vegetative screening is proposed as noted below.
 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 is applying to the Ingham County Road Department (ICRD) for a permit to install curbing, and to the Drain Commissioner for a soil erosion permit and approval of their storm water drainage system. The Drain Commissioner will not sign off on the development unless the DEQ approves the proposal. The applicant will talk with Consumers Power before construction to ensure no wires will be damaged during construction, and future electric supply service will be provided.
 9. The general purposes and spirit of this Ordinance and the Master Plan of the Township shall be maintained. – Condition met. The proposed uses are 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. As the site will be limited to

likely individual vehicle traffic, and likely only a few at a time, and as there is no pedestrian traffic proposed, these conditions were considered adequately fulfilled by the detail of spacing, paving, and driveways as noted on pages C2.0 and C3.0.

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 should be adequately accommodated by 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 a driveway, and given the anticipated level of 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 proposal is to regrade the area to be developed to have an essentially flat topography, as opposed to the current two rises with a lower area in between. This grading is proposed to facilitate drainage and allow for a safer paved area for use by employees and renters of the storage units. The existing and proposed grades are noted on page C3.1, and the new drainage system/patterns on page C3.0, with construction details noted on pages C4.0 and C5.0.

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. The existing detention basin will be retained.
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 location of appropriate water collection and drainage noted on page C3.0, and construction on page C4.0. The parking/storage area will have a landscaped island 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 re-grading of the property will alter the drainage patterns on site, but stormwater removal is noted on page C3.0, and will connect with existing stormwater removal systems, and eventually enter the county drain.
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. – Condition deemed to be met. The parcel has existing areas of unregulated wetlands which are proposed to be regraded, to allow for development. The applicant submitted a letter from Marx Wetlands LLC., dated May 19, 2017, detailing their professional opinion that the wetlands are not regulated. While these areas will be paved, they are small, surrounded by parcels with industrial development and industrial uses, and the development could not proceed if these areas were not affected. See pages C1.0 and C3.0 for detail. It was noted that only the DEQ can determine if an area is a wetland, and so the engineering firm is limited to expressing their professional opinion.
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. There is an existing detention basin on site. As noted above, the proposed Industrial uses require impervious surfaces for public access and safety. 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 and

proposed re-graded topography, the proposed development and drainage system were deemed appropriate for site development.

SECTION 15.02 - LOADING REQUIREMENTS

A. Adequate space for standing, loading and unloading, that avoids undue interference with public use of dedicated rights-of-way, shall be provided and maintained on the same premises with every building, structure or part thereof involving the receipt or distribution of vehicles or materials or merchandise. – Condition met, as noted on pages C2.0 and C3.0.

B. Loading, unloading or parking of delivery vehicles and trailers in a Nonresidential District shall take place only in approved areas. Under no circumstances shall a delivery vehicle or trailer be allowed to park in a designated loading/unloading zone for longer than forty-eight (48) hours. – This condition was noted to the applicant, who publicly agreed on May 3, 2017, to comply with this provision of the Ordinance.

C. At least one (1) loading space per commercial or service establishment shall be provided in the B1 and B-2 Districts in addition to any required off-street parking area. Required spaces shall be provided in the rear yard. The Planning Commission may permit the side yard to be used for loading spaces, provided adequate screening is provided. – Condition met, as noted on page C2.0.

D. All loading spaces in the Industrial District shall be at least ten (10) by fifty (50) feet, or other dimensions totaling at least five hundred (500) square feet in area, with a clearance of at least fourteen (14) feet in height. Loading dock approaches shall be provided with a pavement having an asphaltic or cement binder. – Conditions met, as noted on pages C2.0 and C3.0.

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. Pages C2.0 and C3.0 note the location of fixtures, and page C6.0 the installation standards. The proposal includes wall-mounted pack lighting for the self-storage buildings, with the lights all oriented towards US 127. There will also be a vegetative screen to the west to block direct view of these lights. The office building will have wall-mounted pack lighting on three sides. Vegetative screening and another proposed building should shield the lights from direct view from neighboring parcels. The proposed shop building will have two wall-mounted pack lights. Installation of all pack lighting will be such as to block light being directed upwards or horizontally. This should prevent unnecessary glare and sky glow which could negatively affect rural character. A coniferous screen along the south edge of the property should shield the neighboring parcel from direct view of the lights. A pole mounted light by the gate into the storage unit area, along with the storage unit wall-mounted lights, should be sufficient for access by tenants during any time of darkness, ensuring security and safety.

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 C6.0. As required, the lights will be directed downward, and to only light the building and immediately surrounding paved areas.
3. Lighting shall illuminate only the parking lot or other areas approved for illumination by the Planning Commission. – Condition met, page C6.0. There will be no inside lighting in the storage units, thus not adding to night time lighting glare.
4. Site lighting fixtures shall be limited to thirty (30) feet in height. – Condition met, page C6.0. The wall-mounted pack lights will be no more than 10 feet above the ground, and the single pole lamp is proposed to be 20 feet in height.
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. See especially page C6.0. The Commission again advised that Norway Spruce can reach heights that defy maintenance.
 - c. The location, general size, and type of existing vegetation to be retained. – Conditions met, as noted below, see especially revised page C6.0.
 - 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 revised page C6.0. The landscaped area will cover 3.8 acres, which is just over 24% of the parcel area.
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 C6.0.
 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 C6.0.

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 C6.0.
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 C6.0.
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. – Conditions met, as noted on pages C5.0 (seeding) and C6.0 (new plantings).
 - 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 3, 2017, 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 C6.0.
 - e. Landscaped areas shall be covered by grass or other living ground cover. – Condition met, as detailed on page C5.1.
 - 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 C6.0.
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 3, 2017, 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 3, 2017, 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 3, 2017, 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. –

Applicant noted that as a landscape contractor, they will be responsible for continued maintenance of all plantings and vegetation.

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. – Section F, Site Landscaping, would require roughly 130 perimeter trees plus other plantings based on a road frontage of 643.5 feet. The applicant had asked for flexibility as to the number of trees and plantings. Given that the eastern half of the property will not be developed and already has substantive amounts of existing vegetation and ground cover that meet the stated interests of subsection (A)(1-9), as well containing a retention pond, the Commission gave credit for existing vegetation:

MOTION Lazet, seconded by Winters, that on the basis of the eastern half of the parcel not being proposed for development and the substantive existing vegetation on the eastern half not being disturbed, the Commission grant to the applicant credit for all required perimeter plantings except for 63 trees, 33 shrubs, and perennials to still be provided based on the road frontage requirement for perimeter plantings. These required plantings are to be placed as noted on the submitted site plan.

CARRIED 6-0.

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. – Construction issues not applicable; proposed final landscaping around trees should avoid contact with mowing equipment as noted on page C6.0.

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 C6.0.

b. Three (3) under story shrubs shall be required for each ten (10) parking spaces. – Condition met, as noted on page C6.0.

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. – Condition met, as noted on page C2.0. The parking island will be a raised island as it will be supporting the plantings required above.

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. – Not applicable as there are no residential uses either on site or abutting the parcel.

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. – Conditions met, given the credit granted pursuant to subsection (C) (9) (a). The applicant on May 24, 2017, submitted a revised page C6.0 which provides for 63 perimeter trees on the western half of the parcel, including several between the western half and the Mason Specialty Die and Forge facility, as well as for 33 shrubs.

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. – Conditions met, given the credit granted pursuant to subsection (C) (9) (a) and as noted on revised page C6.0 submitted on May 24, 2017. The existing vegetation and plantings along significant lengths of the sides and rear perimeter property lines already accomplish the intent of this subsection for the eastern half of the parcel, and the required plantings do so for the western half.

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. – The existing vegetation around its perimeter was deemed to meet this condition.
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. – Condition met, with no further plantings required.

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. – Condition met, as noted on page C2.0 (dumpster).
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. – Conditions met, as noted on page C2.0 (fencing) and page C6.0 (vegetation).

MOTION Cady, seconded by Walker, that on the basis of a letter from Marx Wetlands LLC, expressing their professional opinion that the parcel does not include regulated wetlands, and subject to approval of the required permits from other governmental agencies, the site plan with revised page C6.0 and the addition of page C7.0, for mini-storage, landscape materials, and contractor yard operations on parcel #33-10-10-16-300-019, Hull Road, as considered May 3, 2017, and June 7, 2017, be approved as it meets the requirements of Chapters 14 and 15 of the Zoning Ordinance as determined by the Commission as reflected in the meeting minutes above.

CARRIED 6-0.

B. Site Plan Review: Mid-Michigan Snow Equipment at 980 Eden Road, #33-10-10-16-400-020, for storage

Mid-Michigan had submitted an amendment to their approved site plan (see Commission minutes for April 20, 2016), as they are proposing to add an addition to their non-residential shop and truck/equipment storage building. The addition would be used for secure document storage.

The Zoning Administrator determined that, pursuant to Sec. 14.05, the addition would not qualify as a minor change, and so a full review of the amendment is required.

Comm. Lazet – noted that Section 14.05 of the Ordinance requires review of a “site plan amendment” and not an “amended site plan”, thus limiting the full review to the amendment.

Section 14.03 – Site Plan Review Requirements:

- A general location sketch showing at minimum, properties, streets and use of land within 1/2 mile of the area. – Condition previously approved April 20, 2016.
- Legal description of the subject property. – Condition previously approved April 20, 2016.
- The date, north arrow, and scale. – Condition previously approved April 20, 2016.
- Name and address of the property owner or petitioner. – Provided in the application.
- Name and address of the person and/or firm who drafted the plan and the date on which the plan was prepared. – Provided in the drawings accompanying the amendment and application.
- Existing zoning and use of all properties abutting the subject property. - Condition previously approved April 20, 2016.
- All buildings, parking and driveways within 100 feet of all property lines. – Condition previously approved April 20, 2016.
- The overall objectives of the proposed development. – Condition met as provided in the application and amendment to the site plan. The applicant indicated that the purpose of the addition is to allow for the secure storage of documents.
- 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. – Condition previously approved April 20, 2016.
- 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.
- Property lines and required setbacks shown and dimensioned. – Condition met. Provided in the parcel drawings of the amendment to the site plan.
- Dimensions of all existing and proposed structures on the subject property including dwelling unit densities by type, if applicable. – Condition met. Provided in the parcel drawings of the amendment to 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. – Condition previously approved April 20, 2016.
- 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. – Condition previously approved April 20, 2016.
- Pavement width and right-of-way width of all roads, streets, and access easements within

100 feet of the subject property. – Condition previously approved April 20, 2016.

- Location and size of all surface water drainage facilities. – Condition previously approved April 20, 2016.
- Location of all solid waste disposal facilities, including recycling, and screening. – Condition previously approved April 20, 2016.
- 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. - Condition previously approved April 20, 2016.
- 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. – Condition met. Three proposed new lights are indicated on sheet A0-1 of the amendment to the site plan. The lights meet the requirements of the Ordinance as noted below.
- Elevation drawings of proposed buildings. – Condition met. Included in the amendment to the site plan, pages A1-1 through A1-3.

D. Additional Information

Given the submission of a revised site plan amendment and materials, no additional graphics or written materials were requested. The proposed new use of company document storage involves no additional traffic, and so no Traffic Impact Assessment or Traffic Impact Study was required.

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

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

B. Site Development Standards

As the proposed new use of document storage is for the firm’s own records, and as all of the requirements of this subsection were previously approved on April 20, 2016, and are unaffected by the construction of a small addition, a review of the amendment to the site plan under this subsection was found to not be applicable. The spirit of the Zoning Ordinance and the Master Plan are considered to have been met.

C. Vehicular and Pedestrian Standards

As the proposed new use of document storage is for the firm’s own records, and as all of the requirements of this subsection were approved on April 20, 2016, a review of the amendment to the site plan under this subsection was found to not be applicable.

D. Environmental and Natural Features Standards

As the proposed new use of document storage is for the firm’s own records, and as all of the requirements of this subsection were previously approved on April 20, 2016, and are unaffected by the construction of a small addition, a review of the amendment to the site plan under this subsection was found to not be applicable.

SECTION 15.04 LIGHTING – the Commission made the following findings:

- 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 amendment includes wall-mounted pack lighting shielded to illuminate the building addition only. 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. The lights will be directed downward, and to only light the building itself.
 3. Lighting shall illuminate only the parking lot or other areas approved for illumination by the Planning Commission. – Condition met. As there is no activity at night, no parking lot lighting is proposed; the Commission approved lighting for just the building addition, for security purposes.
 4. Site lighting fixtures shall be limited to thirty (30) feet in height. – Condition met. The wall mounted pack lights will be no more than 12 feet above grade level.
 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

As the proposed building addition is small compared to the overall acreage and is to be constructed as an addition to a much larger existing building, and as the proposed new use of document storage is for the firm's own records, and as all of the requirements of this subsection were approved on April 20, 2016, review of the amendment to the site plan under this subsection was found to not be applicable.

MOTION Lewis, seconded by Cady, that the proposed amendment of a building addition for the use of secure document storage to the site plan for warehouse operations on parcel #33-10-10-16-400-020, 980 S. Eden Road, as submitted by Mid-Michigan Snow Equipment, May 17, 2017, be approved as it meets the requirements of Chapters 14 and 15 of the Zoning Ordinance as determined by the Commission as reflected in the meeting minutes above.

CARRIED 6-0.

X. Any Other Business

COMMISSION – the new vice-chair will be keeping the list of proposed Ordinance amendments to be discussed at later meetings. Chair McNeilly will forward to Comm. Walker the existing list

she has compiled during her tenure as vice-chair. During discussion earlier tonight, the Commission added to the list future discussion of:

- Sec. 14.05 (B) - Increased flexibility of what is a minor amendment to a site plan;
- Chapter 14 in general – how duties of the Zoning Administrator will be handled by both the Township Board and/or staff, and by the Township contractor, AGS;
- Chapter 14 – perhaps clarifying precisely what documents/drawings constitute a site plan, and how best to have any amendment reflected in the official Township copy of the site plan on file;
- Sec. 15.05 – possibly considering more Commission flexibility in setting the numbers of required plantings and placement on a given parcel.

Mr. Revore – noted that the recent Ordinance amendments to prohibit certain uses in all districts also includes blight, etc., allowing for more latitude in addressing certain nuisances within the Township.

Commission - noted that Sec. 16.06 PP (page 16-25) requires that wireless communications towers not be placed within 500 feet of an “existing residential use”. AGS indicates in its review of the SLU permit application and site plan for 1796 Hawley Road that while the neighboring parcels are zoned A-1 Agricultural District, they have a residential use. There was discussion as to what constitutes “residential use” if the zoning is other than Residential District, such as parcel assessment classification, acreage, residential structure placement on neighboring parcels, and any significant intervening landscape features. Legal Counsel noted that use of the word “boundary” in subsection 5 is the key word in considering distance from “an existing residential use”, and not distance from any residence itself.

XI. Additional Public Comment

There was no additional public comment.

XII. Adjournment

There being no further business, the meeting was adjourned at 8:51 p.m.

John Lazet, Secretary