



CHEBOYGAN COUNTY PLANNING COMMISSION

870 SOUTH MAIN ST., ROOM 103 ■ PO BOX 70 ■ CHEBOYGAN, MI 49721
PHONE: (231)627-8489 ■ TDD: (800)649-3777

CHEBOYGAN COUNTY PLANNING COMMISSION MEETING WEDNESDAY, MARCH 2, 2016 AT 7:00 P.M. ROOM 135 – COMMISSIONER’S ROOM - CHEBOYGAN COUNTY BUILDING

PRESENT: Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon
ABSENT: Churchill, Jazdzyk
STAFF: Scott McNeil
GUESTS: Tony Matelski, Eric Boyd, John Moore, John F. Brown, Bob Lyon, Scott Pauly, Dawn Bodnar, Russell Crawford, Cheryl Crawford, Doug Clark, Jason Covell, Scott Sieg

The meeting was called to order by Chairperson Croft at 7:00pm.

PLEDGE OF ALLEGIANCE

Chairperson Croft led the Pledge of Allegiance.

APPROVAL OF AGENDA

The meeting agenda was presented. **Motion** by Mr. Kavanaugh, seconded by Mr. Borowicz, to approve the agenda as presented. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon), 0 Nays, 2 Absent (Churchill, Jazdzyk)

APPROVAL OF MINUTES

The February 17, 2016 Planning Commission minutes were presented. **Motion** by Mr. Borowicz, seconded by Mr. Bartlett, to approve the meeting minutes as presented. Motion carried. 7 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald, Lyon), 0 Nays, 2 Absent (Churchill, Jazdzyk)

PUBLIC HEARING AND ACTION ON REQUESTS

The Case Group / Awakon Federal Credit Union - Requests a Site Plan Review for an Office (section 6.2.15). The property is located at 6272 M-68 Hwy, Tuscarora Twp., section 24, parcel #161-024-400-575-03, and is zoned Commercial Development (D-CM).

Mr. McNeil stated there is an existing credit union office at this site that is proposed to be replaced. Mr. McNeil stated this is a full site plan review application as there is no record on file of a previous application. Mr. McNeil stated there are 24 parking spaces which exceeds the requirements. Mr. McNeil stated stormwater runoff calculations are noted on the site plan. Mr. McNeil stated there were concerns regarding the amount of impervious surface on this site. Mr. McNeil stated that based on Hank Jankoviak’s review, the stormwater ordinance standards have been met. Mr. McNeil stated setbacks have been met and signage is indicated on the plan.

Ms. Croft stated that Ms. Lyon’s has been excused from this request as she is a member of the Awakon Federal Credit Union Board.

Mr. Clark stated that he is representing The Case Group and he is the developer for this project. Mr. Clark introduced Jason Covell from Covell Architecture. Mr. Clark introduced Scott Sieg who is the civil engineer and stated he will be able to answer questions regarding the site plan. Mr. Clark introduced Scott Pauly and stated he is from Awakon Credit Union. Mr. Clark also introduced Dawn Bodnar. Mr. Clark stated that Awakon Credit Union has been around since 1951. Mr. Clark stated that there are five branches and the headquarters are in Onaway. Mr. Clark explained that there is an existing loan office on the site and that building will be moved. Mr. Clark stated the proposed building will be a full-service branch with three drive-thru lanes and loan offices. Mr. Clark stated this will be a full retail branch. Mr. Clark explained that the proposed branch is part of Awakon Credit Union’s growth plan. Mr. Clark stated this design is based on a prototype that was also built in Gaylord.

Mr. Freese stated that there are no contours drawn on the site plan or the topography plan. Mr. Freese stated the topography plan only provides spot elevations. Mr. Freese asked what the elevation differences will be on the final plan. Mr. Freese asked

if this is an old topography plan. Mr. Clark stated it was drawn the end of last year. Mr. Freese stated that this shows the rugged topography of continued excavation. Mr. Sieg stated that there was a 10ft. berm which is being pushed back to a retaining wall. Mr. Sieg stated that to the west of the property there is a 7ft. berm that is also being pushed back to a retaining wall. Mr. Sieg stated if there were no berms on this site there would be no need for a retaining wall. Mr. Sieg that for the change of slope is a 12ft difference at the back of the property and it can be graded down to a 3:1 slope to get back to the top of the wall. Mr. Sieg stated that based on this topography, there will be a 5ft. high retaining wall at the back of the property. Mr. Freese stated that the plans do not include what the final topography will be. Mr. Freese stated that since topography is a requirement, the Planning Commission could waive the requirement. Mr. McNeil stated that a waiver would be in order, especially due to the data they have provided for stormwater. **Motion** by Mr. Freese, seconded by Mr. Kavanaugh, that the topography requirement be waived. Motion carried. 6 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald), 0 Nays, 2 Absent (Churchill, Jazdzyk)

Mr. Freese asked if there will be signage at this site. Mr. Freese stated only the location of a sign is noted on the site plan. Mr. McNeil stated the sign will be approved later by separate permit. Discussion was held.

Mr. Kavanaugh asked if this will be connected to the sewer system. Mr. Clark stated yes. Mr. Kavanaugh asked if the water supply is existing. Mr. Clark stated there is an existing well. Mr. Kavanaugh noted that there is some existing damage to the well which needs to be fixed.

Ms. Croft asked for public comments. Mr. Muscott stated it is nice to see Onaway Credit Union expanding into Indian River. Mr. Muscott stated his concerns that the left turn into the driveway is also the left turn lane onto Straits Highway. Mr. Muscott explained that the traffic backs up in this area a lot during the summertime. Mr. Muscott stated that this should be reviewed by MDOT. Mr. Muscott encouraged the applicant to have a 5ft. concrete sidewalk along the right side of the driveway to encourage pedestrian traffic into the building. Mr. Muscott stated that he is 100% for this project. Public comment closed.

Mr. Freese stated that Mr. McNeil noted in the staff report that this is in compliance with the Master Plan. Mr. Freese stated this parcel is located in Tuscarora Township. Mr. Freese questioned if it is in compliance with Tuscarora Township's Master Plan. Mr. McNeil stated yes. Mr. Freese stated this information should be noted in the General Findings. Mr. Freese stated that if this request is approved there should be a condition requiring MDOT compliance. Ms. Croft stated that compliance with the Department of Building Safety, Health Department and MDOT are suggested conditions for approval.

The Planning Commission reviewed the General Findings and added "The site plan is in compliance with Tuscarora Township's Master Plan" as #5. The Planning Commission reviewed the Specific Findings of Fact Under Section 20.10. Ms. Croft noted that the location of the property should be changed from South Straits Hwy to M-68. The Planning Commission approved the Specific Findings of Fact Under Section 20.10. **Motion** by Mr. Kavanaugh, seconded by Mr. Bartlett, to approve the site plan based on the General Findings and the Specific Findings of Fact Under Section 20.10 subject to approval from Department of Building Safety, Health Department and MDOT and any additional signage must be in compliance with the Zoning Ordinance. Motion carried. 6 Ayes (Bartlett, Freese, Kavanaugh, Borowicz, Croft, Ostwald), 0 Nays, 2 Absent (Churchill, Jazdzyk)

UNFINISHED BUSINESS

Review of Draft PUD and Planned Project zoning ordinance amendments

Mr. McNeil stated the Planning Commission has received the draft PUD amendment for review. Mr. McNeil stated the PUD ordinance provides for a mixing of uses that are within the Zoning Ordinance. Mr. McNeil stated it is proposed to be a rezoning process. Mr. McNeil stated that an addition to this would be a proposed Planned Project ordinance amendment. Mr. McNeil stated that the proposed Planned Project amendment provides some degree of flexibility in a plan that provides for uses only within the zoning district which it is proposed. Mr. McNeil stated that the Planning Commission discussed these amendments at the last meeting. Mr. McNeil stated these are brought forth to the Planning Commission as they are a priority in the Master Plan.

Mr. Freese stated he likes the flexibility a Planned Project provides for a planned development within a zoning district. Mr. Freese suggested decreasing the amount of flexibility if not in total agreement. Mr. Freese stated the PUD changes are needed as proposed by Mr. McNeil. Mr. Freese stated if the PUD amendment will allow uses from one district to another he believes it should be a rezoning. Mr. Freese stated that this should be recommended to the Cheboygan County Board of Commissioners. Mr. Kavanaugh stated he kind of agrees with Mr. Freese but he would like to reduce the numbers. Mr. Kavanaugh stated that 50% and 60% in the Planned Project amendment is extreme and should be reduced. Mr. Kavanaugh stated that in the PUD amendment the numbers are 10-20%. Mr. Kavanaugh noted that staff is allowed to approve 10% for additions to buildings. Mr. Kavanaugh stated he would be in favor of 20-25% for both the PUD amendment and the Planned Project amendment. Mr.

McNeil stated he is in agreement regarding reducing the 50-60%. Mr. McNeil suggested 35%. Mr. McNeil stated that we are asking for 15% open space and in return there should be some flexibility beyond 25%. Mr. Kavanaugh stated that this does not say where the open space has to be on the site. Mr. Kavanaugh stated his concerns that the open space could be in the center of the project. Mr. Kavanaugh stated he can see 20-25%. Mr. Kavanaugh stated this can be revised later. Mr. Kavanaugh stated that the Planning Commission has not reviewed this type of a project in years and probably won't have another project of this type for years. Mr. Kavanaugh stated we should be as uniform as possible and treat everyone the same. Mr. McNeil stated that we are being proactive with these amendments. Mr. McNeil stated the largest side setback is 10ft. and stated that 30% will not be that big of an impact. Mr. Borowicz noted that there is a specific setback for non-residential uses that are adjacent to residential uses. Mr. Freese suggested compromising on the percentages as this can be amended at a later date if we find that it should be a larger percentage. The Planning Commission members agreed to a 30% reduction.

Mr. Kavanaugh asked if this is an approved use or a special use. Mr. McNeil stated this applies to either. Mr. Kavanaugh stated this should be stated as this is not an allowed use. Mr. McNeil stated he will review the language. Mr. Kavanaugh stated that if there is a residential use that meets all of the standards as an allowed use, it does not have to be reviewed by the Planning Commission to make sure that it meets the standards. Mr. Kavanaugh stated that the Planning Commission will be able to make sure all of the standards are met on a special use permit. Mr. McNeil stated this ordinance requires going through the special use permit procedure. Mr. McNeil stated he will review the language and bring it back to the Planning Commission at a future meeting.

Ms. Croft asked if Bryan Graham has reviewed the existing PUD ordinance. Mr. McNeil stated that he asked Mr. Graham to not review the existing PUD ordinance as the Planning Commission is still discussing this proposed amendment. Mr. McNeil stated that Mr. Graham has expressed concern that we will allow any use in the Zoning Ordinance and that we should be more specific. Mr. Freese suggested that the Planning Commission agree to the proposed changes and then forward to Mr. Graham for his review.

Mr. McNeil stated that some of the major changes that are proposed are that PUD's still can't take place in the Lake and Stream Protection Zoning District, Resource Protection Zoning District or Natural Rivers Protection Zoning District. Mr. McNeil stated there are some stipulations in regards to industrial uses. Mr. McNeil stated that the minimum lot size has been increased from one acre to five acres. Mr. McNeil stated the minimum lot size for an industrial use has been increased from five acres to ten acres. Mr. McNeil stated that he will send this to Mr. Graham to review.

NEW BUSINESS

No comments.

STAFF REPORT

Mr. McNeil stated that the Planning Commission members have received a memo from Steve Schnell regarding training sessions for target marking analysis for housing projects. Please contact staff if you are interested in attending these training sessions. Discussion was held.

Mr. McNeil stated that for the next Planning Commission meeting he intends to have amendment documents and comments for the Planning Commission to consider regarding the uses that could be deleted as well as the home occupation amendment.

PLANNING COMMISSION COMMENTS

Mr. Freese referred to the change from one acre to five acres and stated that there are areas in the county where it might be advisable to look at less than five acres such as the area in Topinabee where there are legal non-conforming lots. Mr. McNeil stated that the Planned Project amendment could deal with the smaller developments. Mr. McNeil stated that if we want to have the ability to have parcels with less than five acres in the PUD amendment, we should tie it to some type of finding. Mr. Freese stated there has been a problem with the small lots at the top of the hill and the warehouse district which has been an issue for a long time. Mr. Freese stated that would be an area that the Planned Project could be applied to and it would help to deal with the warehousing issue. Mr. McNeil stated yes and noted that all of those uses are allowed within the Residential Development Zoning District. Mr. Freese stated that it should be left as it is.

PUBLIC COMMENTS

A member of the audience stated his concerns about sawmills and portable sawmills needing a special use permit. The audience member stated that not all stationary sawmills are commercial and noted that a lot of farmers have their own sawmill. Mr. Freese stated that the Planning Commission was considering large commercial sawmills needing review by the Planning Commission. Mr. Borowicz stated the smaller mills are operating for the owner's convenience and are an accessory use to an agricultural operation. Mr. Freese stated there are a few commercial sawmills in the county that have been operating

for a long time. Mr. Freese stated any new commercial sawmills should be reviewed by the Planning Commission. Mr. McNeil stated his proposed definition is for a non-accessory use. Mr. McNeil stated that the Planning Commission will be discussing this topic at their next meeting.

Mr. Muscott provided an update to the Planning Commission regarding a rezoning request submitted by the Cherry Capital Airport to Traverse City Zoning Department for a Costco store.

Mr. Freese asked if there has been an update on Meijer. Mr. McNeil stated that Meijer has indicated that they would not be coming back for an amendment as their timeframe is a couple of years out. Mr. McNeil stated that Meijer will come back with a new application.

ADJOURN

Motion by Mr. Kavanaugh to adjourn. Motion carried. Meeting was adjourned at 7:43pm.

A handwritten signature in cursive script, appearing to read 'C. Freese', written over a horizontal line.

Charles Freese
Planning Commission Secretary