

Meeting of
October 17, 2016

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 364 North Lake Street, on Monday October 17, 2016 at 5:00 pm.

Call to Order

Chair MacKenzie called the meeting to order at 5:00 p.m.

Roll Call

Present: Ken Allen, Jason Biskner, George Ellwanger, Jim Kozlowski, Jane MacKenzie, Tom Neidhamer and Joe St. Dennis
Absent: Chris Frasz, and Aaron Place (Arrived at 5:17 pm)

Excused Absence(s)
**MOTION

2016-10-17-02

Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to excuse the absence(s) of Chris Frasz.

Meeting Attendance

City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Pat Haver
Public Present: Six

Consent Agenda
**MOTION

2016-10-17-03

Ellwanger moved, St Dennis seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from September 19, 2016 as presented.

Citizen comments on
Non-Agenda Items

None

Reports of Officers, Boards
and Standing Committees
Unfinished Business

None

New Business

Northern Logistics
Development Plan
Amendment

Planning Director McPherson reviewed the staff report that was included in the agenda packet. Northern Logistics has submitted a development plan amendment requesting approval for 15 additional parking spaces to the north of the existing parking area to provide weekend parking of vehicles and 2 additional spaces adjacent to the loading docks. The plan also includes widening the south sides of the two entrances on Moll Drive, to create an easier turning radius for truck traffic. The requested amendment does not include any changes to the existing structure nor additional lighting. This plan amendment was reviewed by the LDFA board at a meeting this afternoon, and they have given their support and recommend approval as presented. This is a simple plan and staff does not see any issues with the request.

Steve Schunk: Northern Logistics - Our plan is to create additional parking spaces for employee parking during the day and weekend truck parking. We have hired 5 employees these past two weeks and are continuing to hire additional employees to work out of this hub, which puts us currently at full capacity inside the facility.

St. Dennis - In the Business Park, I seem to remember that we wanted parking on the rear of the buildings and not in the front.

McPherson - They don't have that option with this lot, due to easements for drainage from MDOT and the city easement for newly installed storm drains on the property.

Schunk - If we continue to grow, our only resource to build out the building would

be in on the east side. No additional lighting is proposed.

Aaron Nordman: Architect – We are going to widen the entrances to take care of the turning radius coming out of and going into the parking areas, which will tie into the existing asphalt driveway.

****MOTION**

After board discussion, **motion by Allen, seconded by Ellwanger** to adopt the proposed development plan amendment as presented, as the proposed amendment does not significantly alter the intent of the original site plan.

2016-10-17-7A

Roll Call:

Aye: Allen, Biskner, Ellwanger, Kozlowski, MacKenzie and Neidhamer

Nay: St. Dennis

Absent: Frasz and Place

Motion Carries

**1319 Boyne Avenue
Driveway Relocation
Sketch Plan Review**

Planning Director McPherson reviewed his staff report that was included in the agenda packet. A request for approval to relocate the existing employee access driveway located at 1319 Boyne Avenue has been submitted. Great Lakes Energy would like to install it at the most western edge of their property and abandon the one that is currently used for employee parking. With this abandonment and relocation, it would create approximately 165.2 ft between an access drive that is utilized by their bucket trucks, shipping and receiving and will now conform to the requirements of BCZO section 24.90(G) Driveway Spacing from Other Driveways. The proposed driveway will continue to be a shared entrance for both Great Lakes Energy employees and the old "Carters" property if future development takes place. The proposed driveway location will not align directly with driveways across the road; however, will have 100 feet between entrances. It should help alleviate any potential left turn lock ups. MDOT has looked at the proposal, and their comments were submitted with the agenda packet for your review. Department Heads have looked at the plans and support the options.

Aaron Nordman: Architect - Received and filed supplemental information for the request for the driveway relocation. By pushing the driveway to the west line, this will give the Great Lake Energy employees the ability of turning right into their parking area, and any future development for the Carter's property, will turn to the left to park. It will be one continuous paved parking lot, with future signage, if needed.

Pat Anzell: Great Lakes Energy – This portion of the Carters parking lot was purchased for employee parking. When we have full staff or board meetings, this area is utilized as overflow.

St Dennis – As this is the gateway into town, and you have beautiful landscaping at your current location, do you see any additional landscaping for this area?

Anzell - We have not put anything in this plan for trees or plantings, but that might be something we do down the road. It would give us a better opportunity of consistency with green belt up to the access driveways. We do not plan on any additional lighting; just update the pole/fixture that is currently located in the parking lot.

Mark Kowalski: Property Owner of the Carters Building – We have looked at and discussed all of the options. The one that makes the most sense is to move the shared entrance to the westerly portion of the Great Lakes Energy property that is utilized currently as employee parking. A shared entrance for both of us to allow for amply parking.

MacKenzie – Your goal is to eliminate the old driveway and put in the new one, do you plan on any additional asphalt paving?

Anzell - We plan on grading the existing driveway when abandoned to match the elevation of the truck drive just to the east and fill in with asphalt. It will eliminate the conflict of someone having to back down the access driveway to get to the parking lot; you can get to where you need to go if you enter the wrong driveway.
Neidhamer - I agree with some landscape to dress up the entrance to town, the addition of street trees and change out the existing lights.

After board discussion/deliberation **motion by Ellwanger, seconded by Place** to approve the driveway relocation requested by Great Lakes Energy on MDOT plan dated 8-12-16, as it meets the requirements of BCZO Section 19.40(E) and giving consideration to Access Management Standard 24.90(G), as the plan is an improvement and is in more compliance with the Access Management Standards. Any additional landscaping improvements and lighting to be reviewed by staff.

****MOTION**

2016-10-17-7B

Roll Call:

Aye: Allen, Biskner, Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place and St. Dennis

Nay: None

Absent: Frasz

Motion Carries

Marvin Loding Award Voting

The recorder was turned off at this point in the meeting, in order to keep the nominees secret as the ballots were being collected and turned them over to be tallied. The winners in each category will be announced at a later date.

The recorder was turned back on to continue the meeting

Staff Report

- Planners Forum has been set up for November 9th, at no charge to be held at the Charlevoix Library
- Boyne City will host a housing summit at the Senior Citizens Center at 7:00 pm on Thursday, October 20th
- Monday October 24th is the NW Michigan Housing Summit to be held in Traverse City.
- SAW grant has been formally awarded.

Good of the Order

- Northern Homes will host an Open House tour of the William H. White House at 417 Boyne Ave. on October 26th from 4 to 6 pm

Adjournment

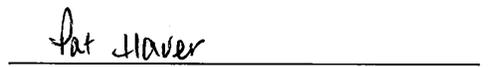
The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, November 21, 2016 at 5:00 pm in the Honeywell Meeting Room.

****Motion**

2016-10-17-10

St. Dennis moved, Allen seconded, PASSED UNANIMOUSLY a motion to adjourn the October 17, 2016 meeting at 6:04 p.m.


Chair Jane MacKenzie


Recording Secretary Pat Haver