



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boyne-city.com

Phone 231-582-6597
Fax 231-582-6506

AGENDA BOYNE CITY PLANNING COMMISSION Monday July 20, 2015, 5:00 p.m. Boyne City Hall



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www.cityofboyne-city.com

click on Boards & Commissions for complete
agenda packets & minutes for each board

1. Call to Order
2. Roll Call - Excused Absences
3. Consent Agenda

The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be acted upon by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed to be addressed immediately following action on the remaining consent agenda items. Such requests will be respected.

Approval of minutes from June 15, 2015 Boyne City Planning Commission meeting.

4. Hearing Citizens Present (Non-Agenda Items)
5. Reports of Officers, Boards, Standing Committees
6. Unfinished Business
7. New Business
 - A. Development Plan Review 112 S Park Street
8. Staff Report
9. Good of the Order
10. Adjournment – Next Meeting August 17, 2015

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334

**Meeting of
June 15, 2015**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, June 15, 2015 at 5:00 pm.

Call to Order

Chair MacKenzie called the meeting to order at 5:01 p.m.

Roll Call

Present: Jason Biskner, George Ellwanger, Chris Frasz, Jim Kozlowski, Jane MacKenzie and Tom Neidhamer

Absent: Andy Place (arrived at 5:04) and Joe St. Dennis

Vacancy: One

Excused Absence(s)

****MOTION**

2015-6-15-02

Ellwanger moved, Biskner seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Joe St. Dennis

Meeting Attendance

City Officials/Staff: Planning and Zoning Administrator Scott McPherson, Assistant Planning and Zoning Administrator Patrick Kilkenny and Recording Secretary Pat Haver

Public Present: Consultant Mary Campbell from MC Planning & Design

Consent Agenda

****MOTION**

2015-6-15-03

Ellwanger moved, Neidhamer seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from April 20, 2015 as presented.

**Citizen comments on
Non-Agenda Items**

None

**Reports of Officers, Boards
and Standing Committees**

Assistant Planning and Zoning Administrator Patrick Kilkenny was introduced to the Commission. Welcome aboard

Unfinished Business

None

New Business

**Review of the Draft 2015
Master Plan**

****MOTION**

Mary Campbell from MC Planning & Design facilitated discussions on the Draft Master Plan in the agenda packet. The board liked the presented draft plan, and went through and made some minor suggested revisions. The revisions will be made, and a full version will be presented to the City Commission for their review and recommendation to proceed, at their upcoming meeting; the 23rd of June. With no further board discussion, **motion by Frasz, seconded by Kozlowski, PASSED UNANIMOUSLY**, to have the discussed revisions made, and the plan submitted to the City Commission for their approval for distribution to the adjacent townships, in accordance with State statute.

**Review Boyne City Sign
Ordinance**

This is being brought to the board for review. Section 5.1 (11) *window signs* which allows up to 50% of total window coverage; is being discussed due to a concern about the coverage amount and signs directly "adhered" to the window such as vinyl letters; 50% seems like a lot of window coverage area, perhaps 25 or 30% is more reasonable. It is not a permitted process, so it can just be done and is subjective in nature. The board felt that the definition should be cleaned up and discussed different signs for businesses in the city. Assistant Planning & Zoning Administrator Kilkenny has been tasked to take pictures and an inventory in the Central Business District and bring back to the commission for review.

Staff Report

- The Inland Sea Cruises have been scheduled for the last week in June. If anyone is interested in attending the cruise June 29th at 6:00 pm or June 30th at 9:30am or 1:00 pm get your reservations in, the cruises fill up fast.
- The city has entered into a lease agreement with 475 N. Lake St. LLC. for the use of their property as a public park. The city crews are in the process of cleaning up the site, and eventually the stockade fence will be coming down in time for the 4th of July. The lease agreement gives the city the opportunity over the next couple of years to pursue and secure grants for the purchase of the property. In the meantime, the current structure will be evaluated to see if it is possible to re-purpose or if the building will need to be taken down; but currently will be secured for safety reasons.

Good of the Order

Congratulations to Aaron and Samantha Place, for the arrival of their newest child, Norman Scott Place. Both mother and baby are doing well and the entire family is settling into their new routine.

The Walkabout Sculptures have been set up and have been getting rave reviews from the community.

Adjournment

****MOTION**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, July 20, 2015 at 5:00 pm in the Auditorium.

2015-6-15-10

Kozlowski moved, Place seconded, PASSED UNANIMOUSLY a motion to adjourn the June 15, 2015 meeting at 6:19 p.m.

Chair Jane MacKenzie

Pat Haver, Recording Secretary

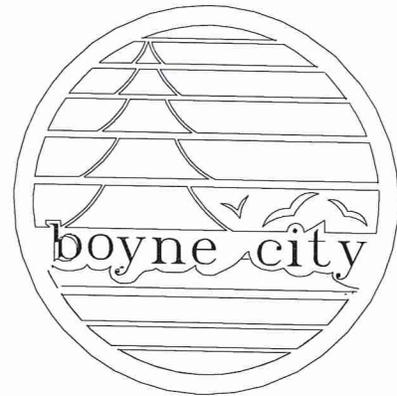
CITY OF BOYNE CITY

To: Chair Jane MacKenzie and fellow Planning Commissioners

From: Scott McPherson, Planning Director

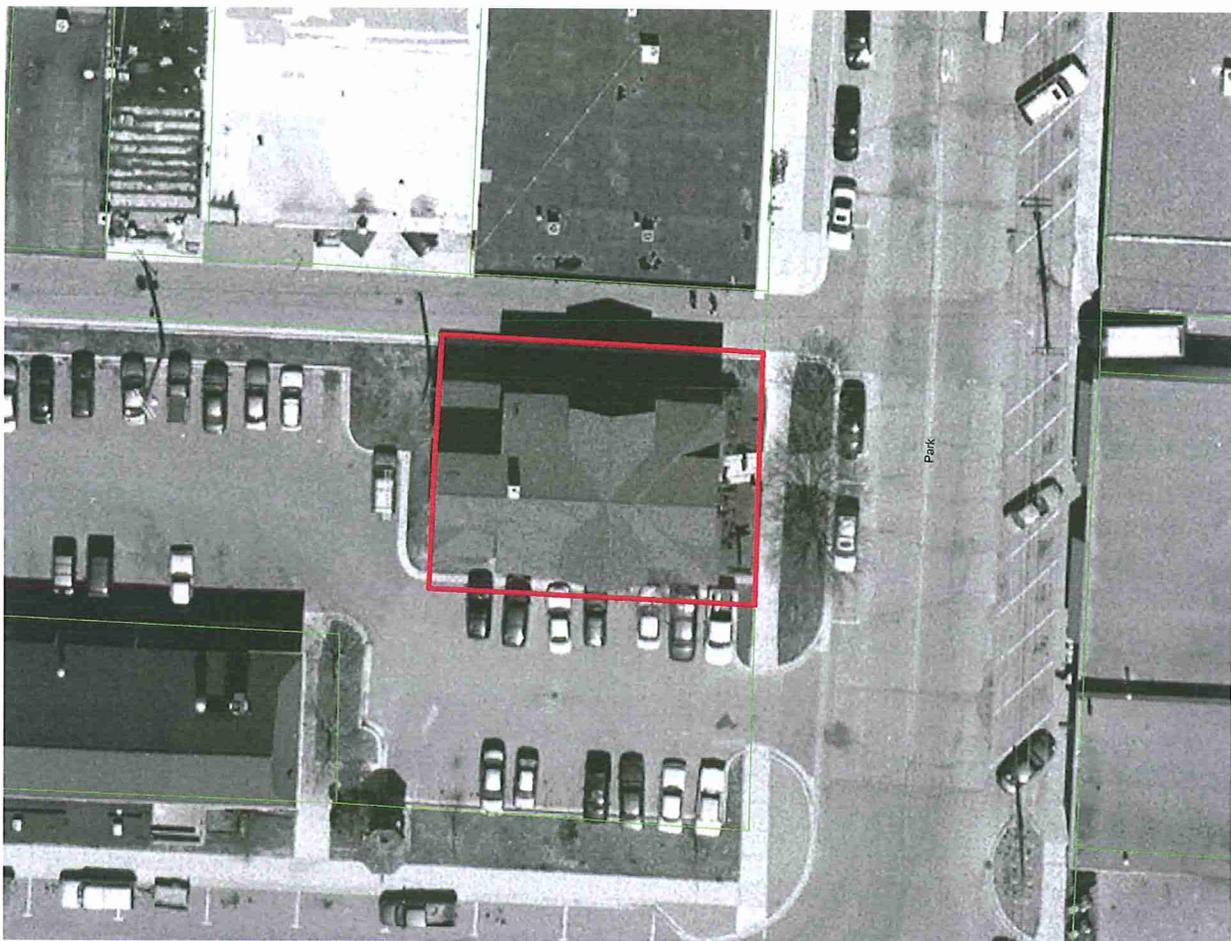
Date: July 20, 2015

Subject: 112 S Park Street



Background Information

The property located at 112 S Park Street is being purchased by Michael Castiglione for the purpose of opening a brew pub. The property is approximately 60 x 80 and is the location of the Railroad Office building. The building, which covers most of the parcel, is a two-story structure with a basement that is currently used for professional office and personal service uses. The property is located in the Central Business District.



Discussion

The proposed use of the building for a brew pub is a principle permitted use as per section 10.20 W of the Boyne City Zoning Ordinance (BCZO). While the use is a principle permitted use and is allowed by right in the CBD, a couple items of the proposal are subject to review and approval

of the Planning Commission. The applicant has proposed limited structural additions to the building and property. On the front (east side) of the building the applicant has proposed the addition of an ADA ramp and to the west side of the building a dumpster enclosure. The applicant has submitted preliminary sketches that show the approximate location of the ramp and dumpster; however, detailed drawings showing the type of construction, materials and colors have not yet been developed. As the proposed use is a change in use from the current office/personal service uses there is an additional parking demand that is created by this change. As all other aspects of this application are moot if a waiver of the additional parking requirements are not approved this should be the first issue considered by the Planning Commission. If a parking waiver is approved the Planning Commission should review the proposed access ramp and dumpster.

Parking - In this case it difficult to determine the existing parking requirements of the current uses as the building is compartmentalized and much of the space in the building is not considered usable or leasable floor area. These are areas such as hallways, mechanical rooms, lavatories and similar uses. In this case a general calculation for the building can be completed using 85% of the gross square footage of the building. Based on lot coverage of the building a gross square footage of 5,000 sqft has been calculated which translates into 4,250 sqft of leasable space. The current uses would require a parking ratio of 1 space per 350 sqft for a total parking space requirement of 12 spaces. The proposed use of a brew pub requires 1 space per 100 sqft for a total parking space requirement of 43 spaces. The total new parking demand for the change in use is 31 spaces.

In this case the creation of additional private parking is not feasible. For this application to move forward would require the Planning Commission to provide relief from the additional parking requirements incurred by the change in use. In making this determination the Planning Commission can consider the BCZO provisions of sections 24.20 F and 10.50 M which allow the Planning Commission to reduce or waive the amount of required spaces.

Per section 24.20 F the Planning Commission may approve a 20% reduction for collective use of parking spaces as follows:

Variance for Collective Uses. In the instance of dual function of off-street parking spaces where operating hours of buildings do not overlap and there is an opportunity for a patron to visit more than one use, the Planning Commission may grant a reduction to the required number of spaces of up to twenty percent (20%) provided a signed agreement is provided by the property owners.

Given the location of the building and its proximity to other downtown uses there is an opportunity for patrons of the brew pub to visit more than one use. If the planning commission approved this allowance the increased parking demand would be reduced to 25 spaces.

Parking and Loading. The Planning Commission shall determine if the number of off-street parking and loading/unloading spaces required per Article XXIV of this Ordinance shall be met, or if a lesser number spaces or no spaces are required due to the following: the availability of on-street parking spaces, off-site parking lots, or municipal parking lots; a finding that patrons will either walk to the site from nearby neighborhoods, or will park at other sites and visit several uses at one time; or the placement and configuration of existing buildings.

As stipulated in the section the Planning Commission can consider the availability of existing parking. In this case the building is directly adjacent to City parking lots that have 65 public parking spaces and within 300 feet there are more than 300 public parking spaces available.

Ramp and Dumpster Enclosure- As the property is located in the Mainstreet District and the the application is subject to review by the Mainstreet Design Committee. As the location of the dumpster and possibly portions of the ramp may require encroachment onto public property, review and approval of a lease agreement by City Commission is also required. For the present application the Planning Commission should consider the location and placement of the proposed ramp and dumpster enclosure with the understanding that detailed drawings showing the design, materials and colors must be submitted to the Mainstreet Design Committee and a lease agreement for any encroachments into public property must be approved by the City Commission.

PROCESS

The application requires Site plan review as per article 19 Development Plan Requirements, however, since the limited amount of a changes to the building section 19.40 (B)(L) and (P), are the only applicable sections of the ordinance and are as follows:

B. Building Design. The building design shall relate to the surrounding environment in regard to texture, scale, mass, proportion, and color. High standards of construction and quality materials will be incorporated into the new development. In addition to following design guidelines adopted in specific district or sub-area plans, the building design shall meet the architectural and building material requirements of this Ordinance.

L. Parking. The number and dimensions of off-street parking [spaces] shall be sufficient to meet the minimum required by this Ordinance. However, where warranted by overlapping or shared parking arrangements, the Planning Commission may reduce the required number of parking spaces, as provided in this Ordinance.

J. Loading. All loading and unloading areas and outside storage areas, including refuse storage stations, shall be screened in accordance with this Ordinance.

RECOMMENDATION

The Planning Commission should then review the applicable development plan requirements and make a determination based on the relevant facts if the standard is met, not met or met with conditions. As the application is subject to review by the Main Street Design Committee and is subject to the approval of a lease a agreement by the City Commission the Planning Commission could approve the application with conditions or deny the application. If approved with conditions the conditions must be listed (subject to approval of design committee and lease agreement approval), if denied the reasons for denial must be stated.



RAILROAD
OFFICE BUILDING
Boyne
Wellness
STATION
← →
Massage Therapy
Skin Care
Yoga • Reiki
Reflexology
Iridology

7 petals yoga
REIKI • YOGA • MEDITATION
231-428-5722

Misses! 11/11/2015!
Ella's Envy
231-475-0015
YOUNG LIVING
ESSENTIAL OILS
COURTESY OF ANNE HERRING
OF THE COURT OF ESTIMOTE



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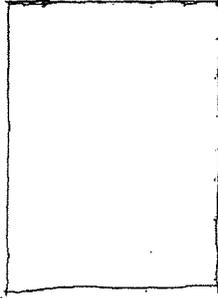
BLDG

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TRANS
BOX

6x8 Fence



Pave ment



PARKING



ALLY



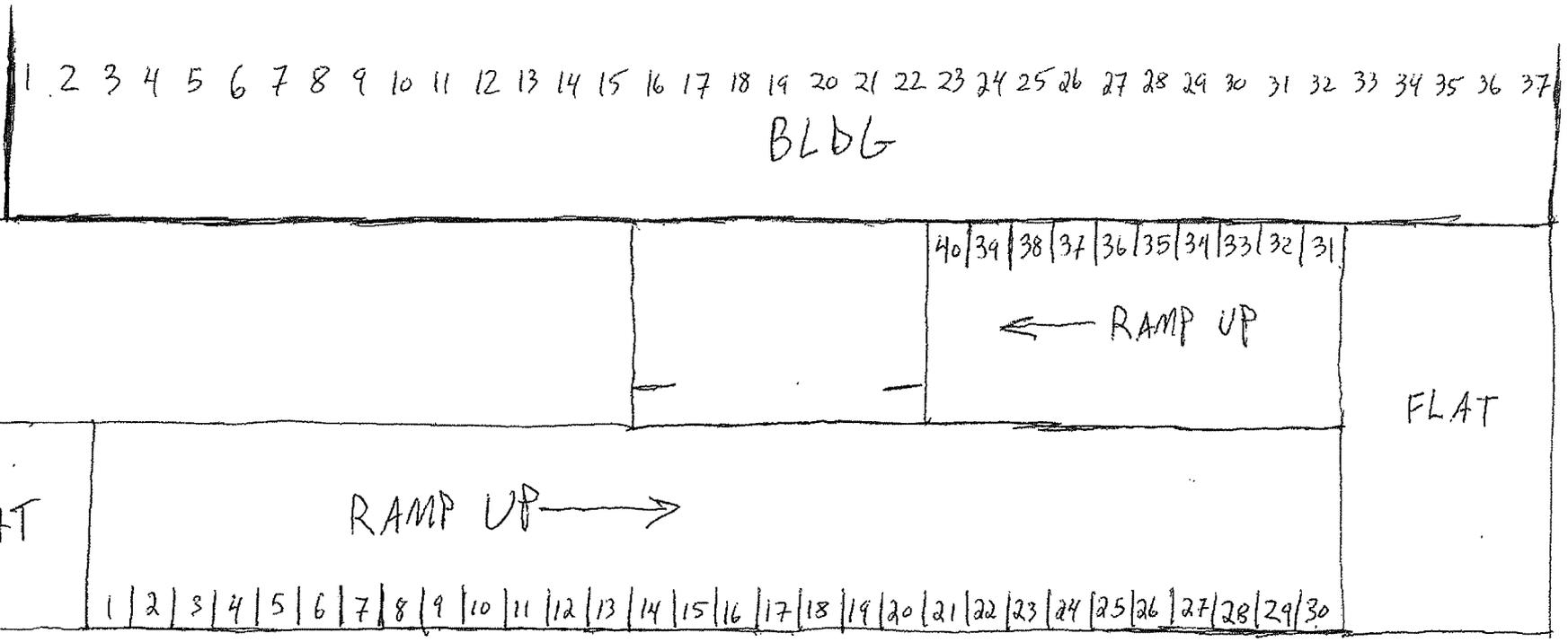




BOYNE VALLEY RR
SHOPS

RAILROAD
WELLNESS
STATION

Grain Train
MARKET



SIDE WALK

To Bottom of Door = 40"

South Park Road