



City of Boyne City

Founded 1856

319 N. Lake Street

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AGENDA

BOYNE CITY PLANNING COMMISSION

Monday October 17, 2016, 5:00 p.m.
Boyne City Hall



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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 September 19, 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. Northern Logistics Development Plan Amendment
 - B. 1319 Boyne Ave Driveway Relocation Sketch Plan Review
 - C. Marvin Loding Award Voting
8. Staff Report
9. Good of the Order
10. Adjournment – Next Meeting November 21, 2016

*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,
364 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334*

**Meeting of
September 19, 2016**

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 364 North Lake Street, on Monday September 19, 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, George Ellwanger, Jane MacKenzie, Tom Neidhamer and Joe St. Dennis
Absent: Jason Biskner, Chris Frasz, Jim Kozlowski and Aaron Place

**Excused Absence(s)
MOTION

2016-09-19-02
Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to excuse the absence(s) of Jason Biskner, Jim Kozlowski and Aaron Place.

Meeting Attendance

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

**Consent Agenda
MOTION

2016-09-19-03
Allen moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from August 15, 2016 as presented.

**Citizen comments on
Non-Agenda Items**

Chamber Director Jim Baumann wanted to introduce 5 Leadership Charlevoix members that were in attendance as a requirement of attending a Governmental meeting. Kathleen Adkison, Savannah Cool, Ashley Cousens, Mark Druesne and Erica Tosch.

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

None

New Business

**600 Jefferson Street Ted
Macksey Rezoning Request
Application Public Hearing**

Planning Director McPherson reviewed the staff report that was included in the agenda packet. Ted Macksey submitted an application to rezone parcels 15-051-026-005-00 and 15-051-026-004-15 from Rural Estate District (RED) to Multiple Family Residential District (MFRD). Public sewer and water are located adjacent to the subject property on Jefferson Street. The property is currently vacant, with the majority covered in mature trees with an elevation change of approximately 40 feet front to back of the property with significant slopes. The topic of housing has been discussed over the past months and was identified and adopted as a goal of the City Commission. This piece of property presents a unique situation for the city and developer. There is not another large tract of land available for development for working family and work force housing. The applicant previously discussed potential future uses of the property with this board and indicated his intention to provide a mix of multi-family dwellings. This board needs to consider all of the potential uses that could occur in the proposed zoning district other than housing, if the request is granted. Using amendment criteria under section 2.5(c) the board can make a recommendation to the City Commission, who will schedule a first reading public hearing, and then schedule a 2nd reading public hearing to hear the proposal and make a determination.

Ted Macksey - applicant: Spoke about his qualifications and past projects. He sees a need for alternative affordable housing for the working family/work force, and feels that this project will fill that need.

Public hearing opened at 5:10 pm

Mark Fruge' - 560 Maddy Lane: Expressed his concerns that the board has no idea what type of project will be going in there, so how can you make the decision to rezone the property? Has anything been proposed for single family townhouses or apartments? Concerned about declining property values in the area if the project were built with increased traffic, noise, lights, etc.

Cathy Birmingham - 611 Maddy Lane: Shares concerns expressed already. There has been some logging activity taking place already without any markings. How do the loggers know where to stop? Trees have been falling quite close to the property lines. She has concerns about increased traffic, lights and multi-story structures.

John Birmingham - 611 Maddy Lane: Cited a letter that was received by the board from Dave Swanson, he shares his options. Unnerving to consider that this development could produce 300 units; can the city infrastructure handle the increase? Rumors are running rampant because no one has been forthcoming with what is being proposed. I believe that starter homes are necessary, maybe scale back the project.

Jim Walker - 720 Jefferson St: As currently zoned RED, you could have a development with 120 units on 30 acres, with multi-family zoning could have up to 300 units, which will impact the requirements for services. You could have up to 400 + cars all trying to get to work or school at the same time, so congestion will increase. Have you contemplated very dense zoning? Smaller starter homes and apartment housing units have very different requirements.

Macksey - Currently there is a 12,000 sq ft lot requirement, which will give you up to 3 lots per acre for a min of 70 and a max of 90 units. Due to infrastructure, roads, topography and a buffer zone; these will dictate exactly what can be built.

Vi Riley - 625 Jefferson St: My concerns are with the increase in traffic and what is going to happen with the wetlands and the water in the area. How will they control water run off once you begin to build. I have runoff onto my property now.

Jeff Porter - 620 Jefferson St: My concern is for the property values in the area along with the increased traffic. They don't do the posted speed limit of 25 mph now.

Julie Moskal - 523 Vogel St: In agreement with what has been said, we looked for a quiet area when we bought our house. Increased traffic could be detrimental; our long term financial investment could be negatively impacted. We felt the struggle of trying to find affordable housing when we moved here, but this development will not be a good one for the city.

Mark Druesne - 927 Wilson St: Is the rezoning of these parcels being done to the betterment of the community as a whole and were other areas looked at for a more appropriate location for such a development, or is it being done strictly at this request?

McPherson - Application submitted by Mr. Macksey, that is why we are looking at this particular property.

Druesne - As a Planning Commission, do you look at other areas of the city in its entirety for such a development?

Mackenzie - The board does look at the Master Plan overall, it is being proposed for this area, so that is where we are looking only.

Ruth Ann Porter - 620 Jefferson St: Is there a vote among the area of people who live there, or only made by you and the commission.

MacKenzie – We make a recommendation to the City Commission and they will hold a couple of meetings/public hearings to allow comments, and the ultimate decision will be made by them. They will have a first reading to review and a second reading can happen no less than 30 days after with the final decision then.

Porter – There is not a community vote? **MacKenzie** – No.

Frank Minier – 514 W. Michigan Av: Water issue in our neighborhood, flooding occurs in my area, if you put in any asphalt parking on the project, you will directly impact where the water will go. Will you do any studies on the impact of increased traffic, density studies, water and sewer impact, storm water runoff and flooding?

McPherson – As a part of this review process, the only study that is required is a traffic impact study; however, the Planning Commission has the ability to request other impact studies. Those requests can be made as the process moves forward with the site plan review as appropriate studies can be requested at that time.

Minier – The developer has a long period of time to decide what type of development to put in if the rezoning request is granted, then it goes to the City Commission for review, is there any time for public comments?

McPherson – I would suggest anyone who is interested in this project attend every meeting. The City Commission will only review the rezoning request and if the request is granted, the developer will bring back his site plan to the Planning Commission for approval.

Public Hearing closed at 5:35 pm

Board Discussion/deliberation

Allen – When was the zoning in this area implemented?

McPherson – Adopted as part of the zoning in 2001; Master Plan was last updated in 2015.

Allen – Any other proposals for the use of this property

McPherson – One other person requested a variance on the amount of the driveway to be paved, as he was going to build a single family home, ultimately that fell through and the property came back on the market.

Neidhamer – That land has been vacant for a long time; in the last 15 years zoned as Rural Estate has it ever been bought?

McPherson – Ten acres were split off of one of the parcels for the development of the Brook which was conditionally rezoned; which is the only possible use as a part of that rezoning.

Macksey – There is a 66 foot easement that runs along the west side of the Brook property down to Vogel Street, so can be used as a second entry onto the property.

Chair MacKenzie read a letter from David Swanson and Haggard Plumbing & Heating that were submitted to the Planning Director as a part of the public hearing.

At this point, the board went through Section 2.50 (C) Amendment Criteria and discussed each of the points **Section 2.50 Amendment Criteria.**

C. For amendment requests to change, create, extend or reduce a mapped zoning district, the Planning Commission and City Commission shall use the following as a guide:

1. The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a conditional land use in the existing zoning district. *The board felt that there was no other area left within the city for a possible development of this size to provide working family/work force housing.*

2. The property cannot be reasonably used as zoned, and the applicant cannot receive a reasonable return on investment through developing the property with one (1) of the uses permitted under current zoning at the time of purchase or at the time of securing legal control of the property. *Board members agreed with this statement, as it is not economically feasible to build 75-125 housing units that are affordable.*
3. The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted City Comprehensive Plan, including any sub-area or corridor studies. If conditions have changed since the Comprehensive Plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered. *The adopted city goals and other meetings have shown that there is a shortage of affordable housing from both the employee and employer recent statements.*
4. The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community. *At the time of the site plan review, all of these impacts will be addressed with the Planning Commission, and various impact studies can be requested.*
5. All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features. *At the time of the site plan review, these issues will be looked into.*
6. The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the City. The Planning Commission may require a general impact assessment in accordance with the requirements of this Ordinance if it determines the proposed zoning change could have a negative impact upon traffic, public facilities, utilities, natural characteristics, population density, or other concerns. A traffic impact study in accordance with the requirements of this Ordinance shall be required if the proposed rezoning district permits uses that could generate one hundred (100) or more directional trips during the peak hour, or at least one thousand (1,000) trips per day more than the majority of the uses that could be developed under current zoning. *Because these 30 acre properties have been vacant, no matter what type of development gets built there will be an impact on the area.*
7. The rezoning would constitute and create an isolated and unplanned spot zone granting a special privilege to one landowner not available to others. *Portions of this property will be adjacent to other multi-family zoned areas.*
8. The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the Schedule of Regulations. *Due to the total size of the parcels, dimensional requirements and zoning requirements will be able to be met.*
9. There has been a change of conditions in the area supporting the proposed rezoning. *Yes, city goals and economic goals have changed through the years.*
10. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district. *There are no other undeveloped multi-family properties within the city limits.*
11. There was a mistake in the original zoning classification. *No/NA*
12. The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided. *No*

Neidhamer – As the board has gone through the amendment criteria, and it meets

some of the requirements, we must move forward. I would encourage everyone to stay involved through the process and attend meetings to voice your opinions. Planning Director McPherson again laid out the proposed time frame for the hearings and then submission of the site plan. The developer will be responsible to bear the costs of the requested impact studies, starting with the required traffic impact study.

The board will wait to see exactly what type of site plan will be submitted and development will take place, and acknowledged the concerns of the surrounding property owner's that were expressed at the meeting tonight, and again encouraged interested individuals to stay involved in the entire process.

After board discussion, **motion by Ellwanger, seconded by Neidhamer** to recommend to the City Commission the change in zoning from Rural Estate District (RED) to Multi-family Residential District (MFRD) for parcels 15-051-026-005-00 and 15-051-026-004-15 as requested by developer Ted Macksey.

2016-9-19-7A

Roll Call:

Aye: Allen, Ellwanger, MacKenzie, Neidhamer and St. Dennis

Nay: None

Absent: Biskner, Frasz, Kozlowski and Place

Motion Carries

**Boyne District Library
Development Plan
Amendment for Building
Addition**

Planning Director McPherson reviewed his staff report that was included in the agenda packet. An application for an amendment has been submitted as the library is proposing a 2400 sq. foot 2 story addition that will match the existing building. The proposed addition will supply additional space for computer labs, staff offices, re-locate some existing storage and community resource makers' space. No set backs are required within the (CBD) Central Business District. The library must coordinate with the street department as a part of the new impervious surfaces will be within city property.

Cliff Cary – District Library Director: We were given a gift to enhance the library. The addition will match what we currently have, and allow us to relocate some offices, storage and create smaller conference rooms. It will give us the ability to move the computer lab away from the quiet areas. The east side will have an ingress/egress exit only and no windows. The main entrance will remain, there will be a larger "garage" door type window structure in order to bring in larger items for the new community makers space. As the mechanical system is getting older and louder, we are looking at relocating that a bit to the south, and replacing with a much quieter more efficient unit.

McPherson – I did have the department heads review the plan, and the Fire Chief saw no issues. The new structure will have a sprinkler system. As a condition of being within the Central Business District, the Main Street Design committee will need to take a look at the plans still, as they have not had an opportunity to do so. There is a public parking lot adjacent to the library, however, is not dedicated specifically to the library; there is also on street parking on two sides of the building; so parking does not seem to be an issue with the new addition. Coordination with the DPW Superintendent needs to be made to determine the extent of the improvements within the public property for modifications.

Public Comment

Public member had the following questions: When would the project start? Spring

2017; What is Maker Space? Collaborative space to make things, do things, resource center and meeting space; what is the impact needed for additional space with the new city hall facilities? We will offer more intimate space for smaller groups that what is available at city hall; what is the cost? Projected between 200 and 250.00 per sq ft.; we do not have bids out as of yet, so not sure of final costs, but anticipate approximately \$500,000; will the mechanics be quieter? Yes the air handling unit needs to be replaced, so we will do that with a more efficient and quieter unit that won't need to run as much.

After board discussion/deliberation **motion by MacKenzie, seconded by St. Dennis** to approve the development plan amendment requested by the Boyne District Library contingent on:

- 1) Coordination with the DPW Street Department for the work that will be done on public property;
- 2) Submittal to the Main Street Design Committee for their review and comments.

2016-9-19-7B

Roll Call:

Aye: Allen, Ellwanger, MacKenzie, Neidhamer and St. Dennis

Nay: None

Absent: Biskner, Frasz, Kozlowski and Place

Motion Carries

Pre-application meeting for Marcella Hill alley vacation request

Planning Director McPherson reviewed the staff report included in the agenda packet. Marcella Hill is here today to discuss the possibility of vacating an alley that runs between her two residences on Lincoln St. She is here to get input and feedback from the board prior to submitting an application. The alley runs up a steep hill that will never be built upon. Mrs. Hill indicated that she has spoken with the neighbors and verbally has their consent for the vacation. During board discussion, it was suggested that she get signatures from the neighboring homeowners to submit with the application, the board discussed the topography of the area, and also feel that it will never be built upon. They advised her that this board will review an application and after the review will make a recommendation to the City Commission.

Marvin Loding Award Nominations

Planning Director McPherson handed out copies of the nominated homes or businesses and asked the board to review the properties prior to the next meeting; as the vote will take place in October. He reminded the board to keep the nominees secret, as the winners will be notified at a later date.

Staff Report

- There will be a city/regional housing summit sometime in October; date is unknown at this time. Traverse City will have a conference on 10/24 for an all-day conference.
- Safe Routes to School signs will be energized soon, and the project is almost completed.

Good of the Order

- What is happening with the Dilworth windows? They seem to be going in and coming out? Due to the historical easement they must maintain the original windows. They are looking at doing an interior storm to assist in the cold weather months.
- The city is really looking nice with all of the remodeling, and the corner of Boyne Avenue and Pearl Street is quite the attractive area into the city

Adjournment

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, October 17, 2016 at 5:00 pm in the Honeywell Meeting Room.

2016-09-19-10

****MOTION**

St. Dennis moved, Neidhamer seconded, PASSED UNANIMOUSLY a motion to adjourn the September 19, 2016 meeting at 7:29 p.m.

Chair Jane MacKenzie

Recording Secretary Pat Haver

draft

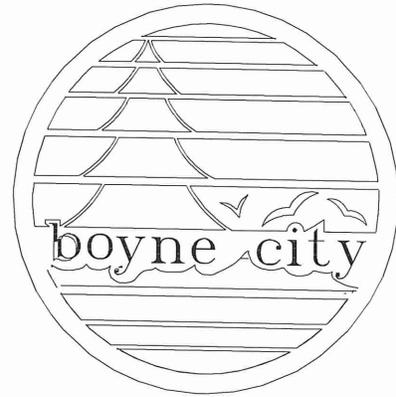
CITY OF BOYNE CITY

To: Chair Jane MacKenzie and fellow Planning Commissioners

From: Scott McPherson, Planning Director

Date: October 17, 2016

Subject: 1319 Boyne Ave Development Plan Review



Background Information

Great Lakes Energy is requesting approval to relocate the existing access drive located for parcel 051-336-165-30 located at 1319 Boyne Ave. The parcel, originally part of the adjacent Carter's parcel was split off in 2004 and purchased by Bay Winds Federal Credit Union for the purpose of building a new bank. Development plan approval for the bank was obtained from the Boyne City Planning Commission in June of 2004, however since permits were not obtained within 6 months of the approval and no extension was requested or approved the development plan expired. As the previous development plan expired any new proposed improvements to the site require a new development plan review. While the nature of the improvement could be approved administratively, the Planning Director does have the discretion to submit administrative reviews to the Planning Commission for approval which has been done in this case.



Discussion

While development plan review is required due to the limited nature of the improvement the only relevant criteria of the development plan review standards is BCZO section 19.40 E which is as follows:

Access, Driveways and Circulation. Safe, convenient, uncongested, and well defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, parking and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points. All driveways shall meet the design and construction standards of the City. Access to the site shall be designed to minimize conflicts with traffic on adjacent streets, particularly left turns into and from the site. For uses having frontage and/or access on a major traffic route, as defined in the City of Boyne City Comprehensive Plan, the number, design, and location of access driveways and other provisions for vehicular circulation shall comply with the access management provisions of this Ordinance.

As the parcel does have frontage and access to a major traffic route and is identified specifically in BCZO section 24.90(B)1 as subject to the access management provisions of the ordinance which is as follows:

The standards of this section shall be applied to the following major traffic routes (arterials) identified in the City of Boyne City Comprehensive Plan: Lake Street, Lakeshore; Division; Front; West Michigan; Boyne City/Charlevoix; Pleasant; Park; M-75, Boyne City/East Jordan, Boyne Avenue/State Street.

In the proposed application for the relocation of the driveway the following standards of BCZO section 24.90(G) would apply:

G. Driveway Spacing from Other Driveways.

1. *Driveway spacing from other driveways shall be measured from the centerline of each driveway at the point where it crosses the street right-of-way line.*
2. *Minimum driveway spacing from other driveways along the same side of the street shall be determined based on posted speed limits along the parcel for each particular frontage, as follows:*

<u>Posted Speed Limit (mph)</u>	<u>Minimum Driveway Spacing</u>
25 mph	50 feet
30 mph	50 feet
35 mph	75 feet
40 mph	75 feet
45 mph	100 feet
50 mph	125 feet
55 mph	150 feet

3. *Driveways shall be directly aligned with those across the street or, where offset, the minimum driveway spacing from driveways across the street shall be one-*

hundred (100) feet, excluding when one (1) or both driveways are designed and signed for right-turn-in/ right-turn-out only.

The Planning Commission does have some discretion in the application of the ordinance standards as provided by BCZO section 24.90(B)4 which is as follows:

For expansion and/or redevelopment of existing sites where the Planning Commission determines that compliance with all the standards of this section is unreasonable, the standards shall be applied to the maximum extent possible. In such situations, suitable alternatives which substantially achieve the purpose of this section may be accepted by the Planning Commission, provided that the applicant demonstrates all of the following apply:

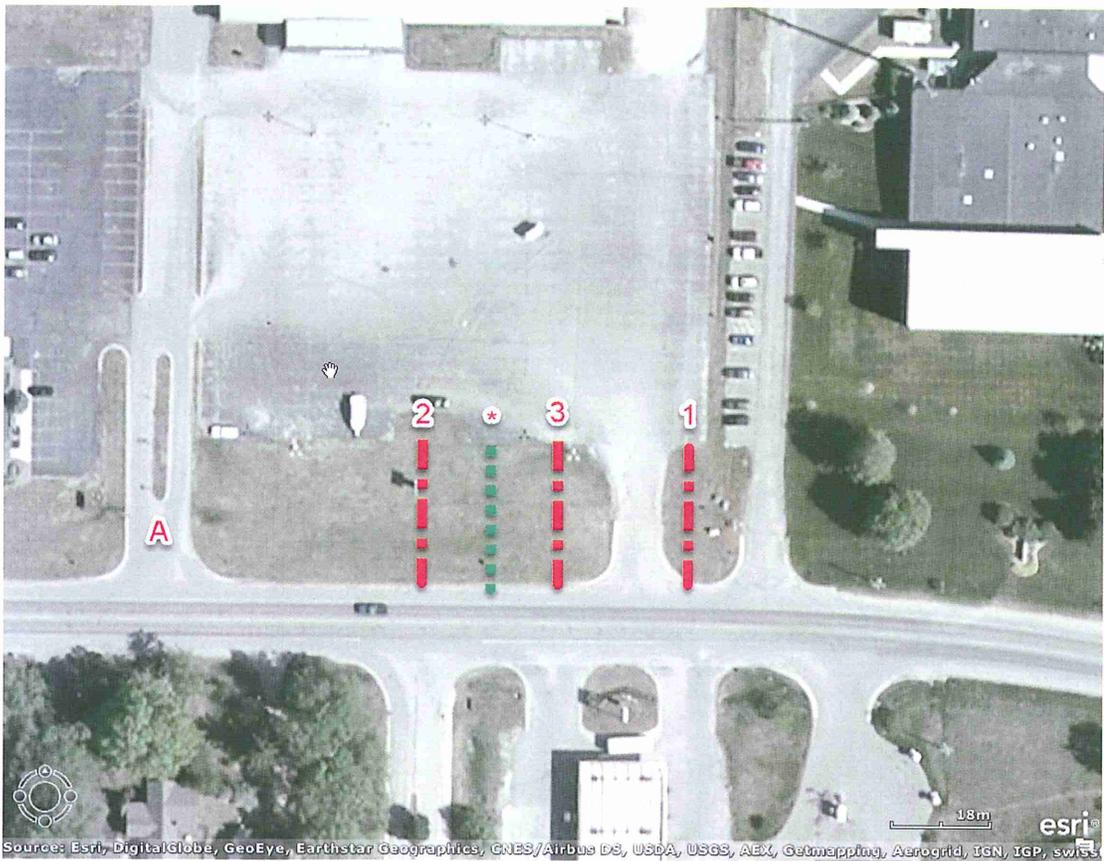
- a. The size of the parcel is insufficient to meet the dimensional standards.*
- b. The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost.*
- c. The use will generate less than five hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Institute of Transportation Engineers (ITE).*
- d. There is no other reasonable means of access.*

The submitted site plan has been reviewed by City Department heads and it was a consensus that the preferred option is to eliminate existing driveway and the Great Lake Energy access drive way and construct a new shared driveway in alignment with the east driveway of the Shell Station. The second preferred option is to remove the existing driveway and construct a new driveway in alignment with Boyne Summit Drive. The third preferred option is to remove the existing driveway and construct a new driveway in alignment with the west driveway of the Shell station.

Staff submitted the plan to MDOT for review and comment and their comments have been attached for your review and consideration.

Process

The Planning Commission should then review the Development plan requirements. On each item of the findings the Commission needs to make a determination based on the relevant facts if the standard is met, not met or met with conditions. The Planning Commission can approve the application, approve the application with conditions or deny the application. If approved with conditions the conditions must be listed, if denied the reasons for denial must be state the reason for the denial.



Option 1: remove both existing driveways and construct a shared driveway. An agreement could be written if the property was ever sold to allow access by the new owner. This will provide access management by eliminating a driveway and help avoid left turn lock ups.

Option 2: remove existing driveway and construct new driveway to align with Boyne Summit St. This will move traffic further from the shell station and help avoid left turn lock ups.

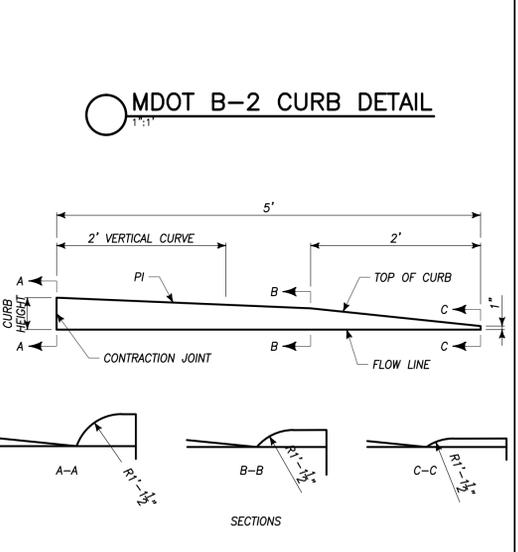
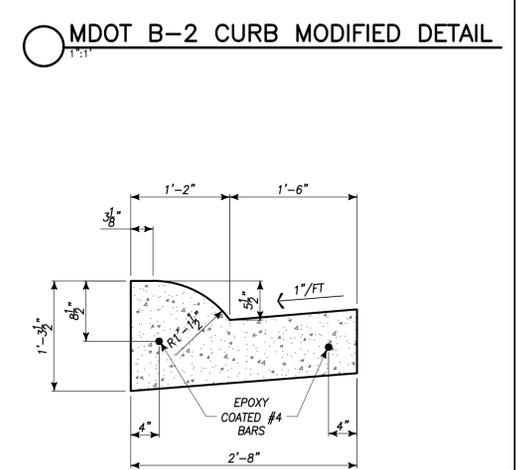
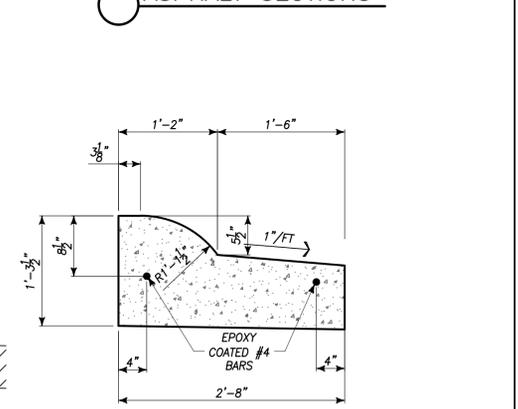
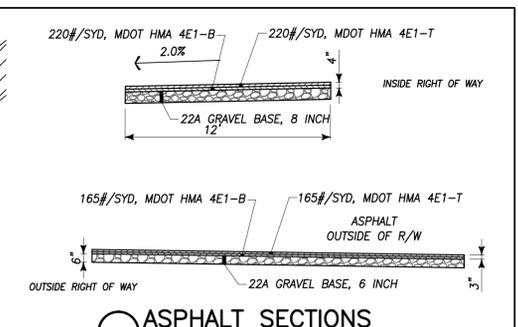
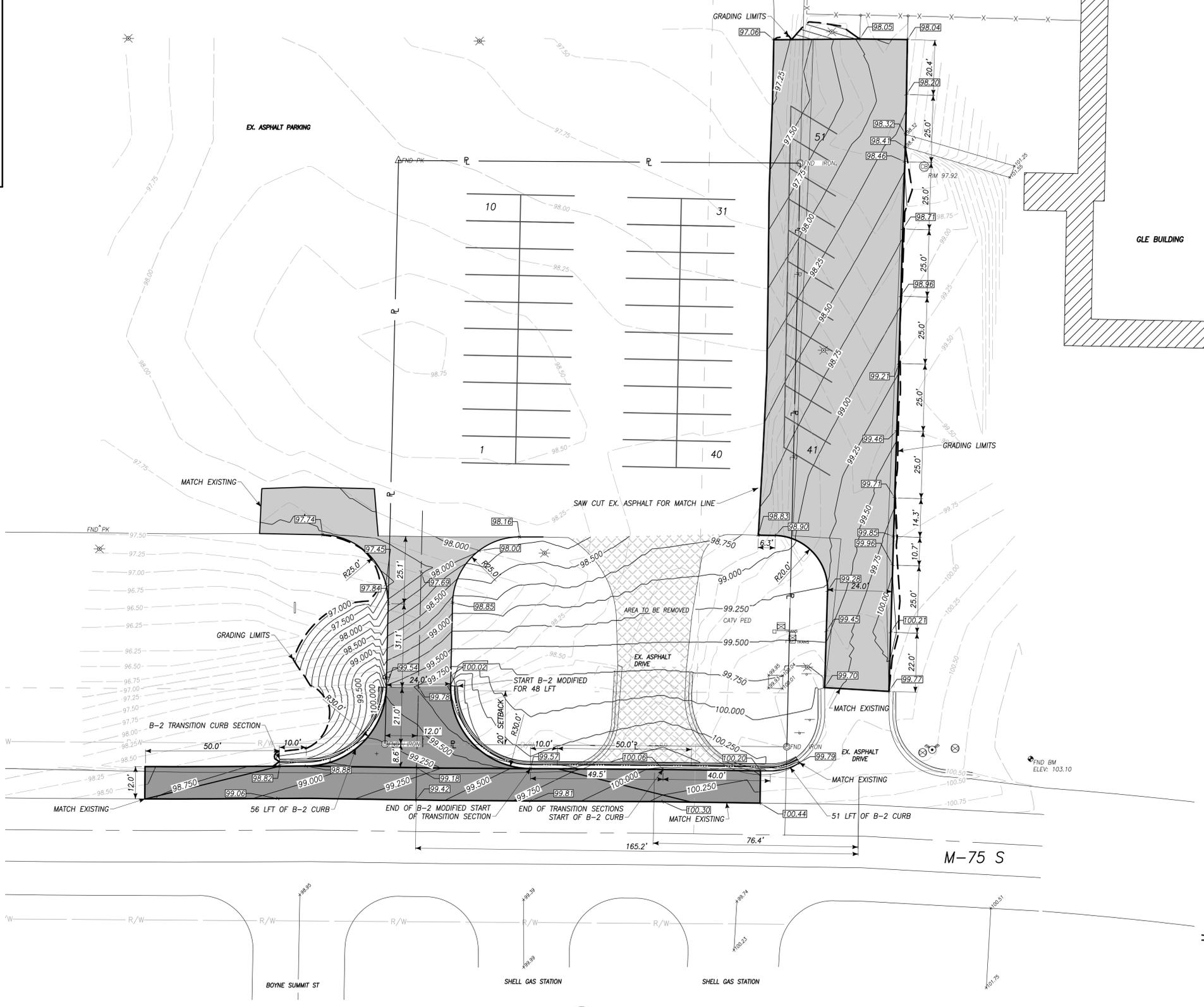
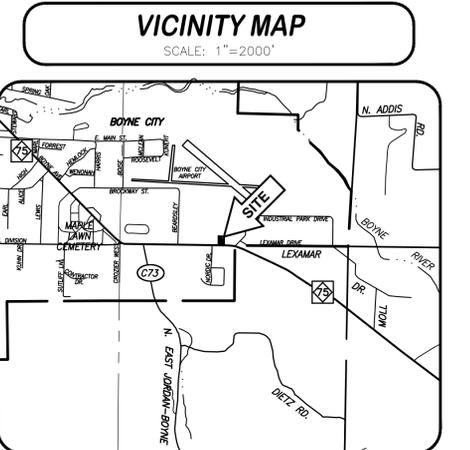
Option 3: improves left turn lock ups.

*Great Lakes current proposal is to relocate the existing driveway. This will move traffic away from shell, but there will still be the potential for left turn lock ups. Even though GLE is required to provide access to the Carters lot, driveway (A) is the preferred access point. It is very unlikely that MDOT would approve a second driveway to the Carters lot in the future.

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swiss

QUANTITIES	
• MDOT B-2 CURB	= 204 LFT
• 165# 4E1-T HMA (OUTSIDE MDOT R/W)	= 14,367 SQ FT
14,357 FT ² * (1.5"*110#/9FT ² *YD ² /2000#) * 1.10	= 132 TONS
• 165# 4E1-B HMA (OUTSIDE MDOT R/W)	= 14,367 SQ FT
14,357 FT ² * (1.5"*110#/9FT ² *YD ² /2000#) * 1.10	= 132 TONS
• 22A GRAVEL BASE, 6 INCH	= 1,596 SQ YD
• 165# 4E1-T HMA (INSIDE MDOT R/W)	= 3,825 SQ FT
3,825 FT ² * (2"*110#/9FT ² *YD ² /2000#) * 1.10	= 52 TONS
• 165# 4E1-B HMA (INSIDE MDOT R/W)	= 3,825 SQ FT
3,825 FT ² * (2"*110#/9FT ² *YD ² /2000#) * 1.10	= 52 TONS
• 22A GRAVEL BASE, 8 INCH	= 425 SQ YD

LEGEND	
PROPOSED PAVING SYMBOLS	
	#165 HMA (3") - OUTSIDE OF MDOT R/W, SEE ASPHALT SECTION
	#220 HMA (4") - WITHIN MDOT R/W, SEE ASPHALT SECTION
UTILITIES SYMBOLS	
	EXISTING UTILITY POLE
	EXISTING LIGHT POLE
MISCELLANEOUS SYMBOLS	
	EXISTING BUILDING
ABBREVIATIONS	
CU FT	CUBIC FEET
CU YD	CUBIC YARD
HMA	HOT MIX ASPHALT
LFT	LINEAR FEET
RCP	REINFORCED CONCRETE PIPE
SQ FT	SQUARE FEET
ABOVE GROUND UTILITY LIFESTYLES	
	EXISTING ELECTRIC
PROPERTY/EASEMENT LIFESTYLES	
	PROPERTY LINE
	RIGHT OF WAY
	EXISTING FENCE
TOPO LIFESTYLES	
	PROPOSED MAJOR CONTOUR
	PROPOSED MINOR CONTOUR
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR



REV #	REVISION OR ISSUE	DATE	BY	REV #	REVISION OR ISSUE	DATE	BY
1	MDOT SUBMITTAL	8/12/16	AEN				
0	OWNER REVIEW	07/14/16	AEN				

Performance Engineers, Inc.
Civil/Structural Engineering

406 Petoskey Avenue
Charlevoix, Michigan 49720
Phone: (231) 547-2121
Fax: (231) 547-0084
www.performanceeng.com
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JOB TITLE
**GREAT LAKES ENERGY
PARKING LOT EXPANSION**
BOYNE CITY, MI

DRAWING TITLE
PARKING LOT REGRADING

DRAWN PEI
DESIGNED J.LINDFORS
CHECKED
PROJ. MGR. A. Nordman

JOB NO.
15-4760-20
SHEET

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CITY OF BOYNE CITY

To: Chair Jane MacKenzie and fellow Planning Commissioners

From: Scott McPherson, Planning Director

Date: October 17, 2016

Subject: 827 Moll Dr. Development Plan Amendment



Background Information

The Northern Logistics has submitted a development plan to request approval for a addition to the existing parking lot. The proposed plan would add 15 parking spaces to the north parking area and 2 additional spaces adjacent to the loading dock on the northeast corner of the building. The plan also proposes the widening of the south sides of the two entrance drives located on Moll Drive. The purpose of the proposed plan amendment is to provide additional parking area for the weekend storage of vehicles and to create an easier turning radius on the Moll Drive entrances.

The proposed expansion does not include any new or changes to the existing structures. No additional lighting has been proposed. The proposed addition has been reviewed by City Department head and no concerns with the proposed plan were identified. The proposed plan will be reviewed at noon on October 17th by the EDC\LDFA and their comments will be provided to the Planning Commission at the meeting.

Discussion

The City of Boyne City Zoning ordinance provisions for requesting and approving amendments to an approved site plan are contained in section 19.65 Amendments to Approved Development Plans which is as follows:

Section 19.65 Amendments to Approved Development Plans.

The development plan, if approved, shall become part of the record of approval, and subsequent actions relating to the activity authorized shall be consistent with the approved development plan unless a change or addition conforming to this Ordinance receives the mutual agreement of the landowner and the Planning Commission. Incidental and minor variations of the approved development plan, with written approval of the Administrator, shall not invalidate prior development plan approval. Amendments to the approved final development plan may occur only under the following circumstances:

- A. An applicant or property owner who has been granted final development plan approval shall notify the Planning Director of any proposed amendment to such approved development plan.
- B. Minor changes may be approved by the Administrator upon certification in writing to the Planning Commission that the proposed revision does not alter the basic design, compliance with the standards of this Ordinance, nor any specified conditions of the plan as agreed upon by the Planning Commission. In considering such a determination, the Administrator shall consider the following to be a minor change:

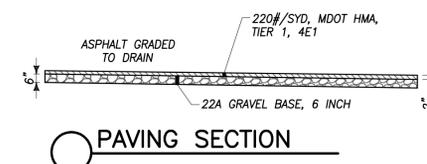
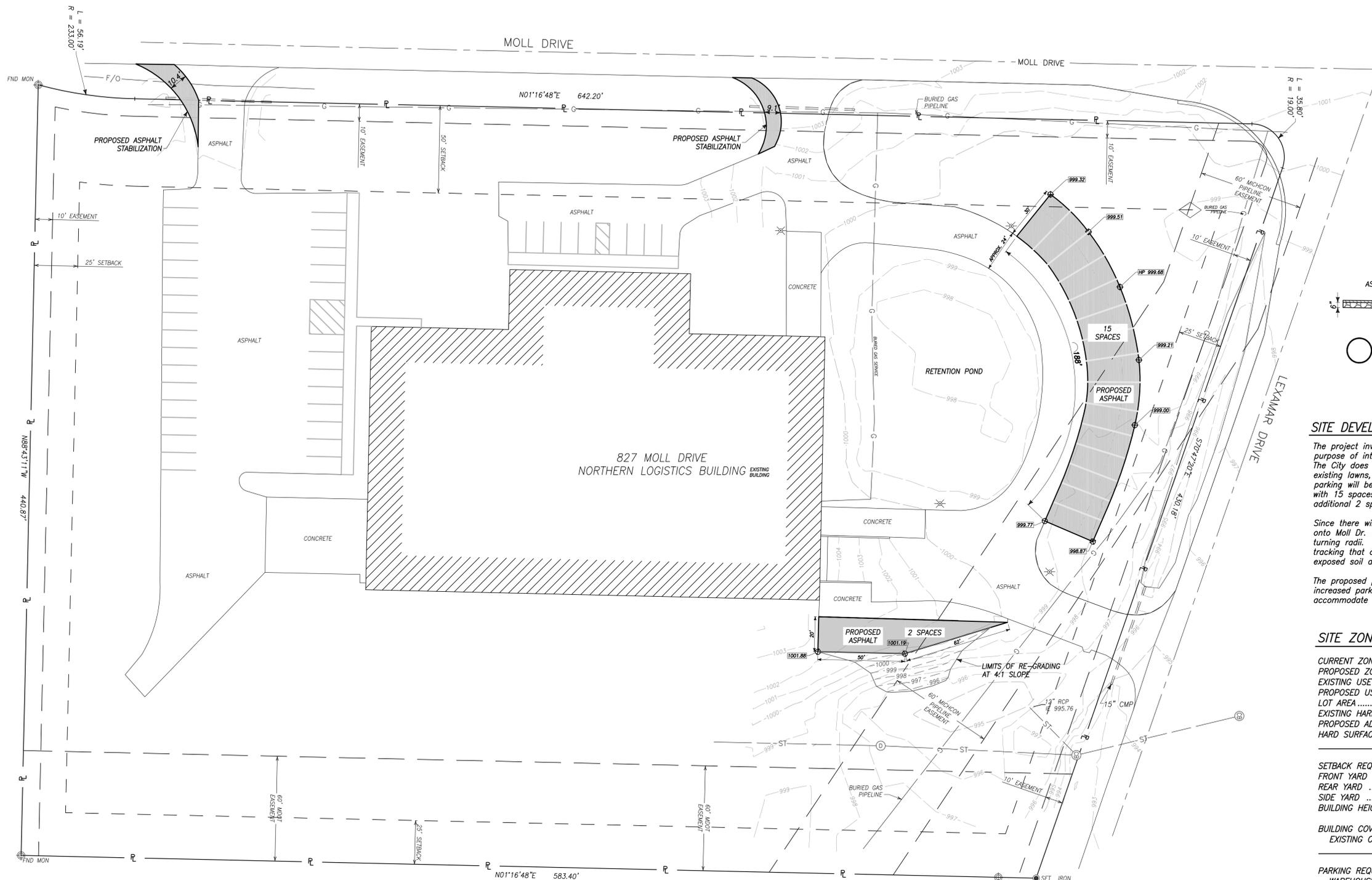
1. For residential buildings, the size of structures may be reduced, or increased by up to five percent (5%), provided that the overall density of units does not increase.
 2. Square footage of nonresidential buildings may be decreased or increased by up to five percent (5%) or one-thousand (1,000) square feet, whichever is smaller.
 3. Horizontal and/or vertical elevations may be altered by up to five percent (5%).
 4. Movement of a building or buildings by no more than ten (10) feet.
 5. Designated Areas not to be disturbed may be increased.
 6. Plantings approved in the final development plan landscape plan may be replaced by similar types and sizes of landscaping which provides a similar screening effect on a one-to-one or greater basis, provided they comply with the landscaping standards of this Ordinance, with approval of the Planning Director.
 7. Improvements to site access or circulation, such as inclusion of deceleration lanes, boulevards, curbing, pedestrian/bicycle paths, etc., which conform to the requirements of this Ordinance.
 8. Changes of building materials to another of higher quality, as determined by the Planning Director.
 9. Changes in floor plans which do not alter the character of the use.
 10. Slight modification of sign placement or reduction of size.
 11. Relocation of sidewalks and/or waste receptacles.
 12. Internal rearrangement of parking lot which does not affect the number of parking spaces or alter access locations or design.
 13. Changes required or requested by the City for safety reasons shall be considered a minor change.
- C. Should the Planning Director determine that the requested modification to the approved final development plan is not minor, the Planning Commission shall be notified in writing that the development plan has been suspended, and, if construction has initiated, a stop work order shall be issued for the section of the project deemed not to be in compliance. Thereafter, the applicant may revise the development plan and submit to the Administrator for resubmission to the Planning Commission.
 - D. Should the Planning Commission determine that the modifications to the final development plan significantly alter the intent of the preliminary development plan, a new submittal shall be required.
 - E. Any deviation from the approved final development plan, except as authorized in this section, shall be considered a violation of this Ordinance and treated as such.

Process

If the Planning Commission determines that the proposed amendment does not significantly alter the intent of the approved plan, and is in conformance with the Ordinance standards the requested amendment may be approved through the mutual agreement of the landowner and the Planning Commission.

Options

The Planning Commission can agree to the changes presented and approve the amendment; the Planning Commission can decide not to agree to the changes as presented and not approve the amendment; or, modifications to the proposed amendment that the applicant and the Planning Commission mutually agree on can be made and the proposed amendment with modifications can be approved by the Planning Commission.



SITE DEVELOPMENT NOTES

The project involves adding asphalt parking, primarily for the purpose of intermittent weekend parking of delivery trucks. The City does not allow for the trucks to be parked on existing lawns, therefore, additional paving is required. The parking will be primarily located at the north end of the site with 15 spaces off of the existing access drive and an additional 2 spaces adjacent to the loading dock.

Since there will be asphalt paving going on, the two entrances onto Moll Dr. will be improved by widening out the south turning radii. This will provide a hard surface for the wheel tracking that currently cuts across the lawn, eliminating the exposed soil and stabilizing the surface.

The proposed plan will provide the minimum amount of increased parking and hard surface improvements to accommodate the existing use of the building.

SITE ZONING NOTES

CURRENT ZONING	PLANNED INDUSTRIAL
PROPOSED ZONING	PLANNED INDUSTRIAL
EXISTING USE	WAREHOUSE & SHIPPING/RECEIVING
PROPOSED USE	WAREHOUSE & SHIPPING/RECEIVING
PROPOSED LOT AREA	6.51 ACRE
EXISTING HARD SURFACE	96,088 SFT
PROPOSED ADDITIONAL PAVING	8,335 SFT
HARD SURFACE INCREASE	8.7%

SETBACK REQUIREMENTS:

FRONT YARD	50 FEET
REAR YARD	25 FEET
SIDE YARD	25 FEET
BUILDING HEIGHT	35 FEET

BUILDING COVERAGE 60% MAX
EXISTING COVERAGE 15%

PARKING REQUIREMENTS:

WAREHOUSE	
FIVE (5) PLUS ONE (1) FOR EVERY EMPLOYEE ON THE LARGEST SHIFT, WHICH IS GREATER THAN THE 30 SPACES CALCULATED BY FLOOR AREA.	
MANDATORY SPACES	5 SPACES
30 EMPLOYEES	+ 30 SPACES
MINIMUM PARKING	35 SPACES

PROVIDED PARKING

EXISTING EMPLOYEE SPACES	39 SPACES
PROPOSED TRUCK PARKING	17 SPACES
TOTAL PROVIDED PARKING	56 SPACES

ADDITIONAL SITE INFORMATION:

NO PROPOSED CHANGES TO THE EXISTING SITE SIGNAGE OR LIGHTING.

NO PROPOSED CHANGES TO SITE LANDSCAPING, REQUESTING WAIVER IN ACCORDANCE WITH SECTION 23.60 OF THE ORDINANCE SINCE NO GOOD PURPOSE WOULD BE SERVED BY PROVIDING LANDSCAPING IN THIS INDUSTRIAL PARK LOT.



DRAINAGE DESIGN SUMMARY

THE PROPOSED NORTH PARKING AREA WILL DRAIN ACROSS THE LAWN TO THE NORTH ENTERING THE INDUSTRIAL PARK ROADWAY DITCHING SYSTEM. THIS RUNOFF ACCOUNTS FOR 72% OF THE TOTAL NEW HARD SURFACE AND WOULD BE A MINIMAL IMPACT TO THE EXISTING DRAINAGE SYSTEM.

THE REMAINING HARD SURFACES ARE ENTRANCE INFILLS THAT ALSO DRAIN TO THE ROAD SYSTEM, PLUS AN EXPANSION ADJACENT TO THE LOADING DOCK. THE LOADING DOCK EXPANSION AREA IS ONLY 1,565 SF AND WOULD DRAIN TO AN EXISTING DETENTION POND.

ABBREVIATIONS

ASPH - ASPHALT	LF - LINEAL FEET
BF - BARRIER FREE	PVC - POLYVINYLCHLORIDE PIPE
BLDG - BUILDING	RCP - REINFORCED CONC. PIPE
C.L. - CHAIN LINK	RR - RAILROAD
C/C - CENTER TO CENTER	STL - STEEL
CMP - CORRUGATED METAL PIPE	STM - STORM
CONC - CONCRETE	T/C - TOP OF CURB
DIP - DUCTILE IRON PIPE	T/W - TOP OF WALK
F.G. - FINISH GRADE	T/WALL - TOP OF WALL
FDN - FOUNDATION	TE - TOP ELEVATION
FFE - FINISH FLOOR ELEVATION	TYP - TYPICAL
IE - INVERT ELEVATION	



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 2202 MITCHELL PARK DRIVE, STE. 001
 PETOSKEY, MICHIGAN 49770

NORTHERN LOGISTICS DRAINAGE PLAN

827 MOLL DRIVE, BOYNE CITY, MI 49712
 PART OF NW 1/4, SEC. 6, T2N-R5W
 CITY OF BOYNE CITY, CHARLEVOIX CO., MICHIGAN

OWNER: STEVEN SCHUNK
 4915 E. COLONVILLE ROAD, CLARE, MI 48617

MARK	DATE	DESCRIPTION
0	09-20-16	OWNER REVIEW
1	09-21-16	ZONING SUBMITTAL

PROJECT NO: 16-4871
 CAD DWG FILE: 4871BASE.DWG
 DRAWN BY: D. COOK
 DESIGNED BY: A. NORDMAN
 CHECKED BY:

SEAL

SHEET TITLE
SITE PLAN

C1
 SHEET 1 OF 1