

**Meeting of  
August 19, 2019**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday August 19, 2019 at 5:00 pm.

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**Call to Order**

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

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**Roll Call**

Present: George Ellwanger, Skylar MacNaughton, Tom Neidhamer, Rose Newton, Aaron Place and Jeff Ross  
Absent: Larry Chute, Joe St. Dennis  
Vacancy: One

**2019-8-19-02**

**Neidhamer moved, Ross seconded, PASSED UNANIMOUSLY**, a motion to excuse the absence of Chute and St. Dennis

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**Meeting Attendance**

City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Jane Halstead  
Public Present: Seven

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**Consent Agenda  
\*\*Motion**

**2019-8-19-03**

**Ross moved, Neidhamer seconded, PASSED UNANIMOUSLY**, a motion to approve the consent agenda, the Planning Commission minutes from July 15, 2019 as presented.

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**Citizen comments on  
Non-Agenda Items**

None

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

**Unfinished Business**

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**New Business**

**Lakeview Village  
Development Plan  
Review**

Northern Properties Mobile Home Park is planning an expansion of Lakeview Village located at 526 N Lake. In May the Planning Commission did a preliminary review of the project. Planning Director Scott McPherson summarized the plans which will increase the park by 22 units. There will be an additional 11 double wide sites off of Lake Street and an additional 11 single wide sites off of Park Street. These sites will be accessed by interior roads. This property is zoned for this use. The Planning Commission needs to review the design criteria. Kathy Johnson and Jennifer Wilcox of Northern Properties and Bryan Nolan of Benchmark Engineering were on hand to answer questions. Kathy Johnson wants feedback and if there are any concerns they would like to address them.

Chair Aaron Place opened up the meeting to public comments.

**Terry Rosch and Lee Snyder of Lakeview Village #106** - Terry was disappointed about the lack of communication regarding the project. She learned of the project when a contractor began digging on the property near her home. The management at the park indicated to her that they did not know what the plan was. This is not the way to deal with a community. It is a meticulous community and she and her husband take care of their property. What will their sight line be? They want to know the delineation of their lot line - will they lose trees? This project will impact some people more than others. They want better communication on what is happening.

**Steve Roote of 214 State Street** - Steve asked if there should be a public hearing so people can voice their opinions. .

**McPherson** - The ordinance identifies this as a principle permitted use by right. A public hearing is not required.

**Rosch** - So the project can proceed without any response to my concerns?

**McPherson** - If the applicant submits a plan that meets all ordinance criteria the Planning Commission has no choice other than to approve it. Concerns need to be addressed with the property owner.

**Rosch** - This is the first we've seen of the property owner. There has been nothing in writing.

**Place** - We don't have control of the property in that sense. This meets all zoning requirements.

**Jane MacKenzie of 847 W Division St** - It looks like the developer responded to the input at the preliminary review. I appreciate the developer doing this - the community needs housing. I also appreciate that there are different price ranges.

**Kathy Johnson** - In April we sent out a letter for annual rent review and notified residents of our project plans. There were also signs that were posted on the property prior to the last meeting. We want to address her concerns (Mrs. Rosch). We are not going to change site 106. We are not going to change your lawn or your trees. You will have a few homes to look at - that will be true.

**Bryan Nolan** - We are not touching anything on site 106. Your lake view will not be there anymore essentially.

#### Board Discussion

**MacNaughton** - will they be adding landscaping between houses and the roads?

**McPherson** - Plans did show minimal street trees which could be added to. The ordinance requires 1 per 40 feet. They don't quite have that on Lake Street side. What are the plans for the well? Any opportunity to make that a water feature?

**Bryan Nolan** - We plan on leaving it - let the storm drain run into the retention area.

**Kathy Johnson** - I want to do that - perhaps make it a drinking fountain, I'm not sure exactly. We don't want to disturb it. If the Board wants us to do something with it we will.

**McPherson** - the intent would be to enhance it and make it visually attractive and useful in some way.

**Place** - so that would be an option in the future not necessarily right away.

**Kathy Johnson** - that would be at your discretion.

**McPherson** - they are required to have a greenbelt and maybe that could be incorporated as a feature in the greenbelt.

**Newton** - I want to reinforce that this is a very visual space on the road for pedestrians and other traffic and I would like to see an expansion of landscaping. I would like to see shrubs and deciduous trees - particularly on Lake Street.

**Neidhamer** - does the well flow all winter? Yes.

The Planning Commission reviewed the development requirements of BCZO section 7.40 point by point to determine if the development plan meets the set standards. To meet the requirements of a safe sight distance for D.4.a.4 the landscaping will need to be reduced at the Meadow Lane intersection to provide an adequate sight distance.

Streets will also need to be identified and the road names will need to be approved by the Boyne City Planning Director Scott McPherson to avoid duplicates.

The Board feels that more landscaping is needed on Lake Street - a mixture of shrubs and deciduous trees. McPherson stated that there are greenbelt guideline specifications

the developer should follow. Kathy Johnson stated that they want it to look attractive as well.

Ross asked what kind of fencing the developer was planning on using on the Southeast section. Johnson and Nolan stated the fence would be a 6 foot white vinyl/composite material.

Neidhamer did not see the value of requiring the developer to add a basketball court just to meet the 10,000 square for active recreation facilities requirement. It was decided there is adequate recreational options in close proximity to the park and that this requirement could be waived. The community also allows residents to have a basketball courts in their driveway.

**Motion by Newton, seconded by Ross** to approve the development plan for Lakeview Village as submitted by Northern Properties Mobile Home Park LLC with the following conditions identified in the fact finding provided by 7.40: reduce landscaping on Meadow Lane to provide adequate sight distance, increase screening and landscaping on Lake Street per the greenbelt ordinance requirements, utilize the existing artisan well in an attractive manner and in addition waive the requirement for the 10,000 square foot active recreation facility.

**\*\*Motion**

**2019-8-19-7A**

Roll Call:

Aye: Ellwanger, MacNaughton, Neidhamer, Newton, Place and Ross

Nay: None

Absent: Chute and St. Dennis

Vacancy: One

*Motion Carries*

The Planning Commission reviewed the plan to see if it meets all standards indicated in the 19.40 Development Plan Approval Criteria. The plan still must meet approval from the State.

Board Discussion

**Neidhamer** – Housing is much needed and this addresses that issue. It is a well-run community and loved by the people who live there.

**Motion by Neidhamer, seconded by MacNaughton** to find that the development plan for Lakeview Village meets the standards as identified in article 19.40 Development Plan Approval Criteria with the following conditions as stated: reduce landscaping on Meadow Lane to provide adequate sight distance, increase screening and landscaping on Lake Street per the greenbelt ordinance requirements and obtain required approval and permits from the State of Michigan.

**\*\*Motion**

**2019-8-19-7A1**

Roll Call:

Aye: Ellwanger, MacNaughton, Neidhamer, Newton, Place and Ross

Nay: None

Absent: Chute and St. Dennis

Vacancy: One

*Motion Carries*

**Parking Ordinance  
Review  
Recommendations**

The City contracted with Annaka Norris of Cambourne Consulting to provide professional services which included refresher training for the 2018 parking study performed by Rich & Associates, a review of the Lofts on Lake Street site plan and an assessment and recommendation on the Boyne City Zoning Ordinance parking standards. It is recommended that the parking generation ratio be adopted for the downtown core area which will lessen the amount of required parking in the downtown and determine what exactly the downtown core is. It was also recommended that the City implement a plan which will give a developer the ability to purchase parking if they cannot meet the minimum standard at a cost of \$4,000 per space.

McPherson noted that if we do collect funds we will need to implement a plan on how we use them. The initial parking study did include recommendations that we have not implemented as of yet. The funds could be used for some of those items. A more specific plan may be necessary.

McPherson reviewed and explained the parking ratio table provided. In general the ratios provide for a reduction in the required spaces. There is walkability and proximity to public parking in the downtown core. There is the opportunity to share parking with multiple users.

**Board Discussion**

**Neidhamer** – so generally speaking it is an across the board reduction for the core area.

**McPherson** - Yes, a 30 to 40% reduction in required parking in the downtown core area.

**Neidhamer** – would we still have the right to waiver?

**McPherson** - Yes, that is still a tool you have but with these more realistic numbers you probably won't have to consider waivers as often.

**Newton** – We need another option like the in lieu parking fee – should that be renewed every 5 years? That space will become more valuable.

**McPherson** - Typically any value included in an ordinance is reviewed and renewed annually in the budget by the City Commission. It could be changed at that time.

**Place** – In the ordinance it there already an established parking fund?

**McPherson** - There is a parking improvement fund tied to a specific district which has never been identified. This is a different tool to allow the City to take that money and develop parking.

**Ross** - According to the consultant, the more the city has control of parking downtown, the better.

**Neidhamer** - There are a lot of recommendations we haven't implemented like better signage, better lighting and enforcement. There are more things we can do.

**Place** – There is the question of where does downtown start and end?

**McPherson** - It has always been the vision to expand the downtown core along Lake Street. It makes sense to include it in part of the core district.

**Place** – I think including the transitional district would be smart.

**Neidhamer** - would it be advantageous to include Family Fare?

**McPherson** - That is the general business district.

**McPherson** - If you endorse moving forward, I will draft language to implement the recommendations for review.

**Place** – I think we need to have a public hearing regarding parking specifically because people are so passionate about it.

**Neidhamer** - We have had three or four meetings.

**Place** – We have to keep on trying.

**McPherson** – The study was done through the MML with no cost to us. They would like feedback.

**MacNaughton** – Would the City need to find someone to enforce the parking rules?  
**McPherson** - That was one of the recommendations. Right now the police department does enforcement – it works pretty well.  
**Place** – will in lieu parking be included?  
**McPherson** – I can include it in the language and bring back a draft map for our next discussion.  
**Ross** - The in-lieu feature gives developer an alternative. Are there plans for developing parking at the Open space?  
**McPherson** – That is not an option. There are restrictions on that property put on by the seller of the property. There is limited parking allowed.  
**Place** - There should be a cap on the number of in lieu parking.  
**Newton** – Anika did a great job –she tailored a recommendation for our community and made it tangible.  
**Ross** – City needs to have more signage and way finding. It should be a high priority.  
**Place** – Where does it fit in our budget? I agree signage is good.

Scott McPherson will work on a draft to implement the changes.

**Recommendation for Planning Commission Appointment**

Monica Kroondyk has applied for the vacant position on the Planning Commission Board. She has served on the Evangeline Township Planning Board and is currently the Director of the Boyne District Library. Scott McPherson recommends her appointment.

Board Discussion

**Place** – Monica will be an asset to the Board.

**\*\*Motion**

**Motion by Ross, seconded by Ellwanger** to recommend to the City Commission the appointment of Monica Kroondyk to the Planning Commission.

**2019-8-19-7C**

Roll Call:

Aye: Ellwanger, MacNaughton, Neidhamer, Place and Ross

Nay: None

Abstain: Newton

Absent: Chute and St. Dennis

Vacancy: One

*Motion Carries*

**Staff Report**

- Scott McPherson suggested members of the Planning Commission attend the free training provided by MEDC/RRC scheduled for September 30<sup>th</sup> in Petoskey. The deadline for signing up is September 6<sup>th</sup>.

None.

**Good of the Order**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, September 16, 2019 at 5:00 p.m.

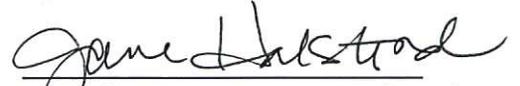
**Adjournment**  
**\*\*Motion**

**2019-8-19-10**

**Ross moved, Newton seconded, PASSED UNANIMOUSLY** a motion to adjourn the August 19, 2019 meeting at 6:24 pm



Chair Aaron Place

  
Recording Secretary Jane Halstead