

Meeting of
May 21, 2018

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 319 North Lake Street, on Monday May 21, 2018 at 5:00 pm.

Vice Chair Place called the meeting to order at 5:02 p.m.

Call to Order

Present: Ken Allen, George Ellwanger, Jim Kozlowski, Tom Neidhamer, and Aaron Place

Roll Call

Absent: Jason Biskner, Chris Frasz, Jeff Ross and Joe St. Dennis

Excused Absences

2018-05-21-02

****Motion**

Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Biskner, Frasz, Ross and St. Dennis.

Meeting Attendance

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

Public Present: 4

Consent Agenda

2018-05-21-03

****Motion**

Allen moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda, the Planning Commission minutes from March 19, 2018 as presented.

Citizen comments on
Non-Agenda Items

None

Reports of Officers,
Boards and Standing
Committees

None

Unfinished Business

None

New Business

Planning Director McPherson reviewed his staff report included in the agenda packet. Larry Jones is proposing a 54' x 60' shop addition and a 16' x 54' lean-to addition to the existing structure on the east side of the building. It will match the size, character and new color of the building. The applicant went before the EDC/LDFA boards as required as it is in the Industrial Park and they recommended approval for the site plan.

Sketch Plan Review
204 Air Industrial
Park Dr.

Larry Jones: Owner – This existing building and proposed addition will be used for cold storage overflow and shipping only; manufacturing will be done at our other shop at 294 Air Industrial Park Dr. There are plans for electrical, lighting, and insulation only. The only outside lights will be at the two pedestrian entrances and will be downward lit.

McPherson – It meets all of the ordinance requirements in regards to placement, setback, size, lot coverage, height and I don't see anything that it does not meet.

****Motion**

After board discussion **motion by Ellwanger, seconded by Neidhamer** to recommend approval of the site plan for 204 Air Industrial Park Dr. as presented, as it meets all of the requirements under Section 19.40

Roll Call:

2018-5-21 7A

Ayes: Allen, Ellwanger, Kozlowski, Neidhamer and Place

Nays: None
Absent: Biskner, Frasz, Ross and St. Dennis
Abstain: None

Motion Carries

Pre-application meeting proposed zoning change for 402 State St.

Planning Director McPherson reviewed his report that was included in the agenda packet. Ron Mills and his son, are here before the Commission to get feedback on the possibility of a zoning change for the building at 402 State Street that they are planning on purchasing, renovating and moving their financial office into.

Ron Mills - There will be two working in the office, with minimal traffic. We would like to convert the space into a professional office. The planned renovations at this point would be a new metal roof, hard wood flooring, partition for two offices, updated restrooms, and exterior updating and cleanup. A handicapped accessible ramp would be incorporated off of the rear of the building where the parking will be located. The vehicle entrance would actually be off of Jefferson Street and not State Street.

Ken Allen - What would be the next steps for a rezoning of this site?

McPherson - There are a couple ways to approach a zoning request. A rezoning of the district, or a conditional rezoning that is specifically tailored to this lot and for one specific thing that is allowed. In my opinion, rezoning to a Professional Office District is the most appropriate for their proposed use. Because this is zoned residential, a conditional rezoning for a specific use would need to be done, and if the use ceases, it will revert back to its natural use. If the property is to be conditionally re-zoned, the City Commission has to make the final decision.

Kozlowski - What would your time frame be?

Mills - If we get the yes, by the end of the summer/early fall

McPherson - That maybe a bit optimistic; the process will take at least 3 months as you will need to come before this board with real specific details and a sketch plan on what it is you are planning, building renovations, driveways with parking spaces and what your rezoning request would be. You want to try to mitigate any potential questions from this board, to move the process along and then it goes to the City Commission for final approval.

Ron Mills - We will get the rezoning application with drawings shortly to the department.

Staff Report

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- New aerial imagery was taken a week ago. It will include LIDAR - laser imaging mapping for the earth surface. It will give us the ability to produce 3D maps and images.
 - Because of our RRC status, we have been given an opportunity for additional studies. We are working on a parking study that will be completely funded, and in the next month or two additional information gathering will take place.
 - This week on Wednesday and Thursday, the MEDC will hold (2) full days of training here at City Hall.

Good of the Order

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- Is there a possibility of a double ramp at the boat launch, it gets pretty crazy and backed up with only one. That would be a question for the Harbor Master Barb Brooks.
 - After the City Commission meeting tomorrow; there will be a tour of all of the city property to look at long term planning. The public is welcome to attend.
 - Has the airport fencing issue been resolved yet? Believe so, but you may want to verify with Mike Cain, the Airport Manager.
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The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, June 18, 2018 at 5:00 p.m.

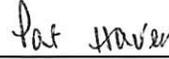
Adjournment
****Motion**

2018-05-21-10

Kozlowski moved Allen seconded, PASSED UNANIMOUSLY a motion to adjourn the May 21, 2018 meeting at 5:47 p.m.



Vice Chair Aaron Place



Recording Secretary Pat Haver

