

Approved: December 20, 2010

Meeting of November 15, 2010

RECORD OF THE PROCEEDINGS OF THE **BOYNE CITY PLANNING COMMISSION** MEETING HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON MONDAY, NOVEMBER 15, 2010 AT 5:00 P.M.

Call to Order

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

Roll Call

Present: Chris Frasz, Norm Gardner, Jane MacKenzie, John McCahan, Tom Neidhamer, and Joe St. Dennis

Absent: Dan Adkison, Gretchen Crum and George Ellwanger

Excused Absences

2010-11-15-2

Gardner moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to excuse the absences of Adkison, Crum and Ellwanger.

****MOTION**

Meeting Attendance

City Officials/Staff: City Planning Director Scott McPherson, Main Street Manager Hugh Conklin, City Commissioners Mike Cummings and Laura Sansom, and Recording Secretary Pat Haver

Public Present: Twelve

Consent Agenda

2010-11-15-3A

St Dennis moved, MacKenzie seconded, PASSED UNANIMOUSLY a motion to approve the consent agenda.

- a. Approval of the October 18, 2010 Planning Commission minutes as presented.
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****MOTION**

Comments on Non-Agenda Items

None

Reports of Officers, Boards and Standing Committees

None

Unfinished Business

None

New Business

Planning Director McPherson briefly reviewed his report that was included in the agenda packet. Mike Lange representing Kirtland Products presented the board with the requested amendments to the site plan. In the amended plans they have moved the truck tipper and scales from the east side of the building to the southwest corner, the employee parking will remain in the

Request from Mike Lange for site plan amendment

for Kirtland Products

front of the building instead of on the west side taking away the necessity for driving all the way around the building, the 12 storage silos that were proposed to be inside, will be moved outside to the west mid-building, combined and will be 50 ft tall (a portion of which will be under floor grade); 30 ft in diameter which will allow them to manufacture right into the silo, there will be a larger chip storage area outside on the south side that will have a fence placed around it for safety. They have submitted three different requests to the FAA for the silo heights and are awaiting a response. They are beginning with one silo, and could go up to as many as four.

McPherson - Is the turning area for the trucks to be paved?

Lange - Yes

Frasz - The original 12 silos inside, how tall?

Lange - 18 feet, very small in diameter, and took up too much space inside.

McCahan - FAA approve the first silo?

Lange - Yes at a reduction to 26 feet. We would have to go subsurface, and at 15 feet below ground we run into moisture, so we have submitted (3) different proposals in height.

St. Dennis - I like the scale and tipper removed from the front of the building.

Lange - The cone for the gravity feed on the silos takes up a lot of room, approximately 19 feet in height itself.

Frasz - Do we have any height restrictions?

McPherson - For this type of structure; silos and elevators we don't, however, the FAA has jurisdiction.

Frasz - If the FAA came back and approved with blinking lights, would we have concerns with that?

McPherson - We could make comment on color and that sort of thing.

Lange - Our submission was for no lighting, the stack on the south side of the building is 48 feet and was approved by the FAA with no lighting.

With no further board discussion, **St Dennis moved, Gardner seconded** a motion to approve the amended site plan for Kirtland Products that was submitted dated November 15, 2010.

****MOTION**

2010-11-15-7A

Roll Call:

Ayes: Frasz, Gardner, MacKenzie, McCahan, Neidhamer and St. Dennis

Nays: None

Absent: Adkison, Crum and Ellwanger

Motion Carried

Northwest Michigan Council of Governments presentation on community housing needs

Director McPherson gave a brief introduction for Sarah Lucas, a regional planner for NWMCOG who was here tonight to provide the board with a slide presentation program of affordable **community housing choices**. There is a great need for all kinds of affordable housing choices in the Boyne City area:

- Affordable housing shortage has been identified for the workforce and others

- Definition of "affordable housing": it costs 30% or less of your income
- Subsidies are available and can assist with the reduction of rent or mortgage payments through MiSHDA, low income tax credits, HUD, and other service providers.
- Housing needs identified for Boyne City market area and Charlevoix County - shelter overburdened meaning 30% of renters and homeowners are overpaying by the 30% of affordable housing criteria, limited homeless services and shelters, need for affordable senior citizen assisted living and accessible housing options

Development difficulties, financial incentives, and housing trust fund options were presented and discussed.

Neidhamer - As a planning commission, our area of expertise is to look at possible changes to zoning?

Lucas - Yes, federal and state agencies look favorably on communities that are proactive and are more willing to participate in funding for communities that make those commitments.

Director McPherson gave introduction to Diane Fredriechsen, Operational manager for all the Brook facilities, who was here to answer operational questions and gave a facilities presentation which is proposed to be a 42 unit 50 - 50 % split between independent and assisted living facility. Amenities on site are laundry, physician room, (3) meals a day with snacks, beauty parlor for residents only, sun rooms, outdoor gathering facilities with patios and arbors, patios for each residence, day rooms for gatherings for games, indoor mail, facility transportation to grocery store, shopping, or doctor appointments. We began the Brook development because our elders had to leave town and move from their familiar surroundings, we wanted to be able to provide for them affording senior housing that was either independent living or assisted living. With each of our developments, we use local contractors, buy local goods, and will employ between 20 - 25 people. The Brook believes in the community support philosophy, we have enjoyed being apart of each community.

Dan Adkison has expressed his desire to retire from the planning commission; his letter of resignation has been submitted. In the agenda packet is an application from Lori Meeder to fill in for the remainder of Dan's term to expire on 5-31-2013. Chair Neidhamer reviewed the application from Lori Meeder and opened discussion between the board and the applicant.

With no further board discussion, **St. Dennis moved, Frasz seconded** a motion to recommend to the City Commission the appointment of Lori Meeder to the Planning Commission.

Presentation from the Brook Retirement Community on proposed assisted living facility.

Consideration of application from Lori Meeder for appointment to Planning Commission

****MOTION**

2010-11-15-7D

Roll Call:

Ayes: Frasz, Gardner, MacKenzie, McCahan, Neidhamer and St. Dennis

Nays: None

Absent: Adkison, Crum and Ellwanger
Motion Carried

Chair Neidhamer left the room at 6:35 p.m., after turning the meeting over to Vice Chair MacKenzie due to a conflict of interest.

Review and recommendation for lot reconfiguration of parcel 051-377-004-00, owned by Tom Neidhamer

Planning Director McPherson reviewed his staff report that was included in the agenda packet. Chair Neidhamer currently owns three parcels on High Street one with his house, and two vacant lots which are oddly configured; he would like to adjust the lot lines between them. They both run perpendicular to the street. He has plenty of room to do this; both meet all ordinance requirements for reconfiguration. The draft findings of fact show all criteria have been met.

****MOTION**

With no further board discussion, **Gardner moved, McCahan seconded** a motion to recommend to the City Commission the approval of the presented lot reconfiguration of Tom Neidhamer.

2010-11-15-7E

Roll Call:

Ayes: Frasz, Gardner, MacKenzie, McCahan, and St. Dennis

Nays: None

Abstain: Neidhamer

Absent: Adkison, Crum and Ellwanger

Motion Carried

Chair Neidhamer returned to the meeting at 6:41 p.m.

Adopt 2011 meeting calendar

As presented in the agenda packet the Planning Commission calendar has no changes in the meeting dates which are held the third Monday of each month at 5:00 p.m.

2010-11-15-7F

St Dennis moved, Gardner seconded, PASSED UNANIMOUSLY a motion to adopt the 2011 meeting calendar as presented.

Staff Report

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- City Commission is looking at possible new facilities for the DPW, Fire Department and/or Ambulance. Anticipate possibly coming to the Planning Commission for input within the next few months. The 2007 Facilities Study is available for review.

Good of the Order

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- Signage and curb cuts. We encourage businesses to share driveways when in the same building, what about separate businesses that share a driveway but not connected, our ordinance does not address signage for the "back" business but does allow the "front" business to place out signs. Can we consolidate signage for off premise signs if they share a driveway? Can they have one board with posts with all business signage on it? Staff has been directed to look into and

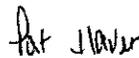
attempt to identify unintended consequences to bring back to the board.

- Are there things that we can do pro-actively during the slower times of the year with discussion on ordinance topics to brain storm and discuss ie: fencing, cluster housing, signage, parking, Staff will place a topic of interest on the agenda each month.
- Chair Neidhamer received a letter from NW Michigan Council Of Governments (NWMCOG) who would like to recognize in the form of awards: outstanding planning leadership, outstanding plans, implementation of plan awards, along with elected, appointed and professional staff. Boyne City's administration and Main Street have received recognition; I believe it is an opportunity to give Scott some recognition for his good planning and direction. McPherson has received the same notification, and is attempting to put together an application for possibly the M-75 Corridor study, and/or One Water Street development. Chair Neidhamer would like to move forward with the application process.
- At a recent lecture, Dean Solomon from the Charlevoix County Extension office gave a presentation on water quality in the Lake Charlevoix Watershed area. They are looking at the next phase of the project, and may approach area planning commissions for their input and attitudes towards water quality in their communities.

The next regular meeting of the Boyne City Planning Commission is scheduled for December 20, 2010.

2010-11-15-10

****MOTION**
Gardner moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to adjourn the meeting at 7:03 p.m.



Pat Haver, Recording Secretary