

**Meeting of
December 15, 2014**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, December 15, 2014 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, Tom Neidhamer, Aaron Place and Joe St. Dennis
Absent: Lori Meeder

**Excused Absence(s)
MOTION

2014-12-15-02
St. Dennis moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Lori Meeder

Meeting Attendance

City Officials/Staff: Planning Director Scott McPherson, City Manager Michael Cain and Recording Secretary Pat Haver
Public Present: Three, including consultant Mary Campbell from MC Planning & Design

**Consent Agenda
MOTION

2014-12-15-03
Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from October 20, 2014 as presented.

**Citizen comments on
Non-Agenda Items**

None

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

None

Unfinished Business

None

New Business

**Proposed Temprel
building addition pre-
application meeting**

Planning Director McPherson reviewed his report included in the agenda packet. Temprel Temperature Sensors is located in the Planned Industrial District and they are proposing to renovate and expand their existing building. The proposed expansion would consist of a 60' x 64' plant addition on the back of the building, essentially squaring up the facility, and a 42' x 20' office addition on the front of the building which would encroach into the required 50' front yard setback for this district by approximately 15'; this setback is much larger than any of the other districts.

Steve Habitz, Plant Manager for Temprel – Gave a brief history of the business and stated that they underwent an ownership change in 2012. The building is currently under lease; however, they are exploring the possibility of purchasing the building in order to make the necessary improvements and expansion. Since the acquisition, the company has grown employing 14 manufacturing employees, with 5 additional staff recently hired. If their growth continues, as they hope, in early 2015 they look to hire 5 additional full time employees. The expansion is needed due to the cramped spaces that are shared with their braising and welding departments, along with the front office sharing the break room. The company's intention is to stay where they currently are and the expansion will help with that. The space proposed to the front of the building into the setback will be used for the administrative offices and a conference room. Curb appeal is important and will work on keeping it green space with landscaping in front and parking in the rear

and on the side of the building.

Board discussion on the ability to alter the setback for this district, as it is larger than any other within the city. One is to make a zoning amendment change, to bring this setback in line with some of the other districts. The Regional Commercial/Industrial District is 20 feet, General Commercial District 10 feet, Central Business District there is none, and in the Planned Industrial District 50 feet. Or an individual request can be taken to the ZBA for a variance. There is a process for a recommendation from the PC to be made to the ZBA; however, there is no guarantee what they may do. Due to the recent change from an Industrial Park to a Business Park, the board felt that looking into decreasing the front yard setback was a good idea and directed staff to proceed, and encouraged Temprel to proceed with their plans and submit an application for review.

Review proposed Drive Thru uses in Central Business District amendment language

Planning Director McPherson reviewed his memo in the agenda packet. After the public hearing held in October and direction from the board, staff looked at the language amendment for the proposed Drive Thru uses in the Central Business District. It is being brought back to the board for further review and comment, as there was a slight change in the language that was previously discussed by the board. While the proposed complex will be a multi story structure, the old bus garage must remain single story in order to qualify for historic renovation tax credits. The proposed change to the zoning ordinance would add 10.30(M) that contains standards for a drive through financial institution in the CBD district. The effect of the amendment would allow the planning commission to approve a drive thru facility for financial institutions if the application meets the criteria stipulated for the use as per section 10.30(M)(1) and the requirements of 2.7 Conditional Uses are met. The proposed amendment would read as follows:

M. Banks, savings and loans and credit unions with drive-thru lane meeting the following criteria

- 1. Drive-Thru terminal, ingress, egress and queuing areas must be completely enclosed within the first story of a multi story structure.*

**MOTION

After board review and discussion, it was felt that the change proposed did not change the intent from the public hearing. **Motion by Biskner, seconded by Place, PASSED UNANIMOUSLY**, to move forward with the amendment language as written.

Review public input and draft goals from MC Planning & Design

In the agenda packet was a condensed version of the results from the public forum and input session. The objective was to streamline all of the information into a more manageable document that people will actually want to read. Mary Campbell from MC Planning & Design facilitated this portion of the meeting. She reviewed her draft summary with the board asking for comments. The board felt the document was a great start and offered suggestions and additions:

- Establish an objective for Water & Recreational opportunities; walkable and biking community
- Under the housing objective, add support public transportation and making good choices with environmental sustainability
- Under works cooperatively with neighbor communities add strengthen connections with nearby Resort Industries
- Seek out and obtain the youth and senior citizen perspective

These suggestions along with other comments will be incorporated into this chapter and the next phase will be to look at the Future Land Use Plan in February.

Adopt the 2015 Calendar

****MOTION**

Included in the agenda packet is the 2015 meeting calendar, for your review and consideration. **Motion by St. Dennis, seconded by Frasz, PASSED UNANIMOUSLY**, to adopt the 2015 calendar as presented.

Staff Report

McPherson reported that we were successful in obtaining the Safe Routes To School grant that the City applied for; however, it was not in total. There were a couple of items that were not approved; the Lewis St. sidewalks, they are still reviewing the rapid flashing beacons and looking at the curb ramps. Hope to have the sidewalks started and completed in 2016.

Good of the Order

The board inquired about the activity in the Dilworth and the Old Pippins' building, nothing known at this time.

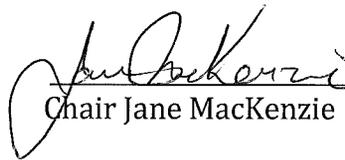
Adjournment

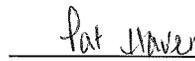
****MOTION**

The next meeting of the Boyne City Planning Commission is scheduled for Monday, January 19, 2015 at 5:00 pm in the Auditorium.

2014-12-15-10

St. Dennis moved, Frasz seconded, PASSED UNANIMOUSLY a motion to adjourn December 15, 2014 meeting at 6:39 p.m.


Chair Jane MacKenzie


Pat Haver, Recording Secretary