

Meeting of
October 21, 2013

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, October 21, 2013 at 5:00 pm.

Call to Order

Chair MacKenzie called the meeting to order at 5:01 p.m.

Roll Call

Present: Chris Frasz, Jim Kozlowski, Jane MacKenzie, Lori Meeder, Tom Neidhamer, Aaron Place, and Joe St. Dennis
Absent: George Ellwanger
Vacancy: One

Meeting Attendance

City Officials/Staff: Planning Director Scott McPherson, Assistant Planner Annie Doyle and Recording Secretary Pat Haver
Public Present: Thirteen

Consent Agenda

****MOTION**

2013-10-21-03

Kozlowski moved, Place seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda. Approval of the September 16, 2013 Planning Commission minutes as presented.

Comments on
Non-Agenda Items

None

Reports of Officers, Boards
and Standing Committees

Main Street Manager Hugh Conklin had some information included in the agenda packet for a *Trail Town Presentation* that will be held on November 6th at 5:00 pm in the Community Center at the Boyne District Library. With the enthusiasm for the proposed trail systems leading into and out of the city, this could be a step in the right direction for the city to enhance the economic development of the downtown areas. These trails are for motorized, non-motorized, hiking, waterways and any other type of trail you could consider.

Unfinished Business

None

New Business
Request for Site Plan
Amendment for Glen's
Market

Planning Director Scott McPherson reviewed the request that was included in the agenda packet. Glen's has requested approval for a site plan amendment to construct a building addition on the west elevation, add a drive through window for the pharmacy on the north wall, and install a 14 ft. x 30 ft. cooler on the northeast corner of the existing market building. There are some issues with the traffic pattern proposed for these areas. Delivery truck traffic uses the back of the building for deliveries, and then head to the north of the building and out the parking lot area. With the cooler on the NE corner, it gives them approximately 22 ft. to maneuver around the cooler. If there becomes a problem, there is plenty of additional property to use. Traffic flow has potential conflicts as the pharmacy window customers would be pulling directly out into the current parking and driving lanes. A drive through window is a use by right in the General Commercial District (GCD), and would not have as many trips per day that fast food or financial establishments would have.

Meeder – Will they loose parking?

McPherson – The provided plans did not indicate a loss of any parking spaces. Existing maneuvering lanes would be used for the traffic flow. The back of the building is signed as delivery traffic only, and I would recommend leaving it that way.

Kozlowski – Would there be a stop sign pulling away from the pharmacy window to the main lot, due to a blind corner?

McPherson – I have had discussions with JML Design about possibly making this one way, which may be a solution to avoiding potential conflicts.

Nancy Roseman from JML Design Group – Have had discussion with Martin Schoop from Spartan Stores about making this one way, they have concerns about this also.

Place – With one way, would you change the angle of parking to give people an additional clue that it is one way?

Roseman – We would make that known with appropriate stripping, and possible signage. The store will be doing interior renovations also. The only addition to the building will be the cooler. The outdoor walkway between the main entrance and the north end of the store will be enclosed. Overall square footage of the store would not change, just the cooler addition. The pharmacy is currently and will only be accessed from inside the building, except for the proposed drive through window.

The board had concerns about the placement of a white colored cooler, placed up against a white building, and asked about safety guards on the corners, and the narrowness of this area for cars to pull into the pharmacy queue lane, and the delivery trucks pulling away at the NE corner of the building where the new cooler is proposed. They were informed by Roseman that guards would be in place, and they would be working on the flow of traffic with stripping and signage. Frasz expressed concerns about additional noise with the new compressor on the cooler and was informed the new compressor would be tied into the existing system, so no additional noise would be heard. A major concern was the blind spot as you pull away from the pharmacy window and asked about placement of a stop sign. **Tracy Donaldson** – This parking area at the north end is used for employee parking, and is filled quite early in the mornings.

Neidhamer – Where is the specific design? We don't have a problem with what is proposed, but from the engineering standpoint, the details are a little lax. You are not showing exact traffic patterns between the delivery trucks, pulling up to the pharmacy window, and parking.

Roseman – We are here to get suggestions and directions from the Commission. We have spoken with Mr. McPherson to get an idea of what is required, and have offered this proposal.

Questions were asked about the change in the façade'. Roseman indicated that the gable would be repainted, new brick work would match the existing bricks, the new west sided window will have some sort of tint on it to obscure the reverse vending area, the existing pharmacy sign would change, and a new Family Fare sign would be installed. Frasz asked about the possibility of a second gable feature near the north end to break up the expanse, and was informed that an additional one would not be placed, as they are trying to direct people to the store main entrance with the existing gable. The handicapped ramps may be configured; however, the covered pickup areas would remain.

With no further board discussion, **motion by Place, seconded by Meeder**, to approve the Glen's Market final site plan amendment with the following conditions:

****MOTION**

- Work with staff for final approval of traffic pattern and directions, including one way at the pharmacy lane,
- Placement of a stop sign at the exit of the pharmacy lane,
- Change the parking at the north end to angle parking,
- Use stripping and signage for directional traffic flow patterns,
- Make sure there is adequate maneuvering for car and truck traffic at the NE corner of the building,

- With the new cooler installation, make sure there is no increase in noise from the new compressor.
- Place security barrier/guards on the corner of the new cooler.

2013-10-21-7A

Roll Call:

Aye: Frasz, Kozlowski, MacKenzie, Meeder, Neidhamer, Place and St. Dennis

Nay: None

Absent: Ellwanger

Vacancy: One

Motion Carries

**Request for Site Plan
Amendment for Lexamar**

Planning Director Scott McPherson reviewed the application that was included in the agenda packet. Lexamar is proposing to build a 38 ft. x 58 ft. addition on the north end of the building. It will be similar construction and height as the rest of the existing building. It will be used for central material handling for plastic pellet deliveries to reduce internal forklift traffic, as it is located right next to the silo. It does meet all of the ordinance standards; however, the outdoor storage is an ongoing issue. This degree of current storage was never approved. The city has had contact with Lexamar representatives in the past about this issue. In 2011, they approached the board about the clean up of this area. The city has spoken several times with representatives from the State's Michigan Economic Developers Association (MEDA) office who holds the certification of the city's business park, as a result of this outdoor storage issue, the city could possibly lose their certification, so this needs to be addressed. A preliminary plan has been submitted as to how they plan to address the outdoor storage, however, staff would like to see significant additional detail for species, plantings, and spacing. Their proposed plan shows landscape screening on the north side of property, with a 50 foot gap for a utility easement, and the main storage on the east side of the property. The existing amount of materials located currently in the outdoor storage area needs to be reduced. They have proposed to have the landscape installed by July 2014, meeting the state's requirements for 8 ft. tall trees within 3 years, staff would like to see some additional staggered row of trees incorporated along with the existing trees.

Kozlowski – What is the maximum amount of storage they can have according to the state?

McPherson – No specific amount, the State looks at screening of outdoor storage.

Kelly Bellant – When we met with the State and Michael Cain, there was no requirement for the amount of stuff stored; they do not prefer it, however, they do understand it. A lot of stuff moves in and out, customer owned equipment from GM, Chrysler and Ford, so we can not just throw it away. We have moved 11 semis out so far; one per day last week, we will continue to do that this week and next week until we are finished.

Meeder – Has concerns about the promised deadline from Lexamar of July 1, 2014. Isn't that the deadline from MEDA? I would like to see it moved up by 30 days. I don't like the language.

Bellant – The state did not give a deadline, just to have the plan from us and to have that plan completed by July 1st.

Kozlowski – Will this be done all at once, or in stages?

Bellant – Will do the East field first and foremost, tree plantings and to organize the field. 2nd will be the north line along the road that was not a request or asked by the state, we are going to throw tree plantings in there for the city; because we are aware the airport is there and it does bring people into town. The west side of the plant, we will do what we can.

St. Dennis – Will you maintain and water what you plant so they don't die?

Bellant – We have no plans of watering in the east field; will ask Jim Habasco to possibly take care of.

Kozlowski – Will you maintain the trees? If one dies, will you replace it?

McPherson – You can make that a condition of approval. There are standards in the ordinance that landscape must be maintained. This is a discretionary decision by the Planning Commission, as outside storage must be approved by the commission. They gave you a general idea, I think you need to see a more specific one.

Neidhamer – What species? **Bellant** – Conifers, no specific tree picked out at this time. We may transport some from the fields.

McPherson – Would like to see 2 staggered rows of trees that are planted 20 feet apart, and the rows 10 feet apart in the east field. The ordinance does have a minimum and maximum of evergreen trees planted.

Neidhamer – I would support moving forward with the site plan amendment with the staggered 2 row of trees, alternating patterns, trees planted 20 feet apart with the rows planted 10 feet apart. We will certainly welcome the trees out front. Our intent is to protect the integrity and status of the business park, not to make you go broke planting trees.

McPherson – If you can save existing areas of trees they could be incorporated into the plan.

Bellant – Our current business plan out to 2018 does not have additional racks, but to refurbish what we currently have. We are always looking out in the storage yard to see what we can use. We now have over 500 employees. New expectation is to hire an additional 42 employees over the next year, with most of them coming from hiring our current temporary employees, and then to bring on more temporary employees. Our business plan is to keep costs low, and not to give the employees a false sense of security, so we made a promise to hire at the rate of 2 people from our temp pool each month, which has gone up to 5 as of this month.

St. Dennis – Scott you would like to see an updated plan on paper for the files? Yes

Dan Anderson – The current plan shows the trees planted 15 ft on center; so we will change them to two rows, staggered planted 20 feet apart, with 10 ft between the rows.

MacKenzie – Landscape plan to be submitted to staff within 30 days. Now to the addition.

Anderson – The addition will be used for central material handling of pallets of pellets to be stored near the silo. We will also move equipment from different parts of the plant to one central area.

Kozlowski – No issues with noise or smell?

Anderson – There will not be any of that going on there.

With no further board discussion, **motion by Meeder, seconded by Place**, to approve the Lexamar site plan amendment to construct a 38 ft. x 58 ft. addition as presented and ~~to recommend~~ *require* a final landscape plan be submitted to staff for approval, within 30 days with 2 staggered rows of trees to be planted 20 feet apart in an alternating pattern, with the rows planted 10 feet apart, to be implemented by June 1, 2014.

****MOTION**

2013-10-21-7B

Roll Call:

Aye: Frasz, Kozlowski, MacKenzie, Meeder, Neidhamer, Place and St. Dennis

Nay: None

Absent: Ellwanger

Vacancy: One

Motion Carries

Request for approval of canopy sign for the Grain Train

Planning Director Scott McPherson reviewed the application that was included in the agenda packet. The installation of a canopy sign that will be placed over the windows of the proposed storefront at 126 Water St. The proposed size of the canopy is approximately 22 feet, with the maximum allowed for this frontage at 50 feet. A material sample in a red color was supplied. A canopy is an allowed use in the downtown district. There is no minimum clearance in height for a canopy. Commission had questions about the red color submitted.

Carol Kleinert: Traverse Bay Canvas - Grain Train is the one who picked out the red color. The canopy will be permanently mounted on the building with an aluminum 1/8" frame. It is approximately 36" in height, with a 36" extension going out away from the building. It will not be internally lit; will use the existing goose neck lights that are already on the building.

Frasz - Possibly the Main Street Design committee could look at the color and make a recommendation for historic compatible colors with the rest of the downtown.

McPherson - That is a legitimate concern, and within the parameters of the ordinance.

Kleinert - The canopy is the design and color scheme given to us to produce from the Grain Train.

****MOTION**

With no further board discussion, **motion by Meeder, seconded by Frasz**, to approve the size and style of the proposed Grain Train canopy, and refer the color scheme to the Main Street Design Committee for compatibility of the established historical features of the core downtown.

2013-10-21-7C

Roll Call:

Aye: Frasz, Kozlowski, MacKenzie, Meeder, Neidhamer, Place and St. Dennis

Nay: None

Absent: Ellwanger

Vacancy: One

Motion Carries

Staff Report

- MDEQ will be holding a public hearing on the Kirtland Products Emissions permit November 13, 2013 at 6 pm for public presentation, and then 7pm public comment. This is not a city public hearing; they are just holding it here.
- Staff attended the MAP conference that was recently held. Topics of Placemaking and Form Based Codes were discussed. It was a very good conference.

Good of the Order

- Jim Kozlowski will not be available for the November meeting.

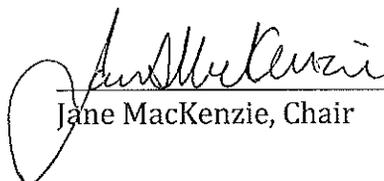
Adjournment

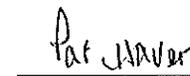
The next meeting of the Boyne City Planning Commission is scheduled for November 18, 2013 at 5:00 pm in the Auditorium.

****MOTION**

2013-10-21-10

St. Dennis moved, Kozlowski seconded, PASSED UNANIMOUSLY a motion to adjourn the October 21, 2013 meeting at 6:35 p.m.


Jane MacKenzie, Chair


Pat Haver, Recording Secretary