

GREEN LAKE TOWNSHIP PLANNING COMMISSION
Golden Fellowship Hall
9700 Riley Road, Interlochen, MI
JANUARY 27, 2020
MINUTES

1. **CALL TO ORDER:** By Vice Chair Schworm at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE:** Was recited.
3. **ROLL CALL OF ATTENDANCE:** Board members present were: McDonald, Mouser, Schuster, Horne, Barck, Marshall and Schworm. Also present was Alycia Reiten, Zoning Administrator and Ronda Robinson, Recording Secretary.
4. **APPROVAL OF AGENDA:** Moved by Mouser and supported by McDonald to approve the Agenda, as presented. Carried.
5. **APPROVAL OF MINUTES:** Moved by Mouser and supported by Marshall to approve the Minutes of the meeting held on December 18, 2019, as written. Carried.
6. **FIRST PUBLIC COMMENT:** None.
7. **CONFLICT OF INTERETS:** None.
8. **NEW BUSINESS:**
 - A. **PUBLIC HEARING:** SUP 20-001

A Public Hearing to receive and discuss any public comment for consideration given relative to the request for the granting of a Special Use Permit and detailed site plan for a proposed Veterinary Clinic at 2472 M-137, Interlochen, MI and leased by Susan Boyd (owned by Deborah Newton)

Boyd is requesting approval for a Special Use Permit for a spay and neuter clinic. The clinic would operate three to four days a month with no overnight or outside kenneling. No changes would be made to the outside of the building or property. The existing seven parking spaces and one handicap parking space are adequate for the business. No on site dumpster is needed. She is asking for a waiver for the required detailed site plan.

Mouser is in total agreement of this SUP approval and thinks it is a favorable addition to the community.

Barck asked what would happen if a pet wasn't picked up by closing time. Boyd said this has never happened but, in that case, she would take the animal home, no animal would be left overnight in the building.

Public Hearing opened to public comment at 6:05 pm by Schworm.

No public comment.

Public Hearing closed to public comment at 6:06 pm by Schworm.

Marshall mentioned that the owner maintains the building well.

Motion by Horne and support by Mouser to approve SUP 20-001 as presented, including waiving the required detailed site plan. Carried.

B. PUBLIC HEARING: ZOA 19-003, the Public Hearing from December 18, 2019, was left open

A Public Hearing to receive and discuss any public comment for consideration given relative to the request for the granting of a Special Use Permit and detailed site plan for five buildings to house mini-warehouse/storage units, a related office building that also includes climate controlled storage units and associated improvements at 7207 Scotchwood Lane, Grawn, MI.

Bill Crain, Crain Engineering, LLC, reviewed the required details asked for at last month's Planning Commission meeting, now included in the site plan.

1. The Scotchwood Drive entrance was moved to meet the required 50 feet from the center of the proposed to the edge of the neighbors existing driveway as shown on the site plan.
2. Landscaping was added to the west side of building #10 and they proposed to use the existing tree line on the east side of building.
3. Per the Fire Department a 60-foot section of the fencing will be removed before the construction of building #6.
4. Clarity to the storm water plan was added to the site plan.
5. A minimum of seven trees will be planted along Scotchwood Lane.
6. A phasing plan was added to the site plan.
7. Building elevation drawings were supplied.

Public Hearing was re-opened to public comment at 6:30 pm by Schworm.

Rod West, owner of the proposed project, said he would like the surety bonding to be connected to the phasing.

Public Hearing was closed to public comment at 6:38 pm by Schworm.

Reiten mentioned a permit for each building will need to be obtained before construction of the buildings.

The Planning Commission had a lengthy discussion about a surety bond and the phasing, looking at every option available and the benefits to the Township and the property owner.

Motion by McDonald and support by Mouser to approve the Special Use Permit 19-003. Carried.

Motion by Mouser and support by McDonald to approve the detailed site plan for mini warehouse/storage units at 7207 Scotchwood Lane with the following conditions. Carried.

1. Landscaping to include all basins, trees, mulch, seed, curbing and approach along US 31 South and Scotchwood Lane and shall be completed within one (1) year of start of project.
2. 25' driveway contingent on Grand Traverse County Road Commission approval for the driveway permit.
3. Phasing shall include all basins as part of Phase 1. Total project not to exceed construction season 2022.
4. Surety bond (performance guarantee) in place prior to beginning construction, of 100% of the cost of landscaping to be completed by the end of the first year of construction based on a schedule of values provided by an outside source to include all basins, trees, mulch, seed, curbing and approach.

Surety bond (performance guarantee) in place prior to beginning construction, of 50% per the value of the cost of the phase 2 buildings as basis for each phase, based on a schedule of values provided by an outside source to run concurrent with landscaping bond. A separate surety bond will be required and in place prior to beginning each phase.

Schworm called a break at 7:09 pm.

Schworm reconvened the meeting at 7:17 pm.

C. ADVISORY REVIEW:

SPR 20-001 A request by Jereme and Heidi Scheppe for an informal and advisory review of a sketch plan for a proposed Campground at 2132 E. Duck Lake Road, Interlochen, MI.

Scheppe explained the plan for a proposed campground on their property. It would be run similar to an Airbnb with the company Tentr. They would keep the property as natural as possible and construct only one seasonal freestanding tent (4 to 6 people) on a 12' X 16' deck. The customer parking would be in their driveway and there would be a natural walkway to the campsite. They will follow the Health Department's requirements for sewer, water and garbage by having a porta-a-potty, bottled water and garbage pickup. The closest neighbors are not near to the area. Scheppe asked for a waiver for the required detailed site plan because the project has such a low impact on the area. The Board was in agreement that the plan fits in the R-5 Zoning District and that the detailed site plan was not necessary.

D. ADVISORY REVIEW:

SPR 20-002 A request by Joseph E. Prieskorn for an informal and advisory review of a sketch plan for a proposed Contractor shop at 6176 US 31, Grawn, MI.

Prieskorn explained that they want to move their contractor shop to Green Lake Township. J.P. Landscape & Irrigation, Inc. performs landscaping, irrigation and snow removal services. They have 20 seasonal employees and they conduct all of their business off site. They plan to use the existing office as their business office and construct a 40' x 60' storage building and some storage bins.

Mouser stated that the function and type of business is a good fit in the area and in concept it fits the intent and spirit of the Ordinance.

- E. PUBLIC HEARING: ZOA 20-001 A Public Hearing to receive and discuss any public comment for consideration given relative to proposed amendments to the Green Lake Township Zoning Ordinance (Attachment A).

Public Hearing was opened to public comment at 7:40 pm by Schworm.

No public comment.

Public Hearing was closed to public comment at 7:40 pm by Schworm.

Reiten summarized the text amendments for the Board. The Board members agreed that 25% maximum lot coverage is too restrictive for the commercial and office districts.

Motion by Mouser and support by Schuster to approve ZOA 20-001 as presented with the maximum lot coverages in the commercial and office districts increased to 50%. Carried.

Reiten encouraged the Commissioners to attend the February 10, 2020, Township Board meeting to show support for this amendment and to answer questions the Board members might have.

- 9. **OLD BUSINESS:** None.

10. OTHER BUSINESS:

- A. Draft proposal for Inland Township Master Plan: The Board received this draft and had no comments to send back to Inland Township.
- B. Planning Commission 2019 Annual Report: Reiten compiled the report and reviewed it with the Board. They added their intent to start the Master Plan review in the Fall of 2020. They would also like to attend one training session in 2020, held in Green Lake Township if possible.
- C. Planning Commission election of Officers:

McDonald nominated, with support by Schuster, Schworm as Chair of the Planning Commission. Schworm nominated, with support by Russell, Mouser as Vice-Chair of the Planning Commission. Schworm nominated, with support by Mouser, Horne as Secretary of the Planning Commission. Carried.

- D. Planning Commission adoption of 2020 calendar:

Motion by McDonald and second by Mouser to adopt the 2020 Planning Commission meeting schedule, as presented. Carried.

11. CORRESPONDENCE: Haggard's Plumbing and Heating

12. SECOND PUBLIC COMMENT: None.

13. DISCUSSION: None.

14. ADJOURNMENT: Schworm adjourned the meeting at 8:15 pm.

STEPHEN HORNE, SECRETARY
GREEN LAKE PLANNING COMMISSION

RONDA ROBINSON, RECORDING SECRETARY
GREEN LAKE PLANNING COMMISSION

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND /OR CORRECTION PRIOR TO THEIR ADOPTION.

ATTACHMENT A

Article 1 – TITLE AND SCOPE (No changes)

Article 2 – INTERPRETATION, ZONES AND ZONING MAP (No changes)

Article 3 – DEFINITIONS

Article 3 Definitions, 3.1 Defined Words and Terms as follows:

LOT COVERAGE means the percentage of the **net** lot area covered by all buildings, including accessory buildings, on the lot, including all projections.

WAREHOUSING means the indoor storage of goods and materials, ~~usually in association with the operations of a wholesale or retail operation.~~

Article 4 – GENERAL PROVISIONS

Article 4 General Provisions, 4.21 Driveway and Curb Cuts

B. The location of a driveway curb cut to any road shall be at least:

4. No more than two (2) driveways shall be permitted for any parcel.

Article 4 General Provisions, 4.35 Specific Requirements and Standards, ~~F. Contractor Shop/ Contractor Yard, 1. Use shall be located on a minimum of five (5) acre parcel., 2. Any outdoor storage of equipment or materials must be specifically approved by the Planning Commission and must be full screened from any roadway and from any adjacent residential use.~~

F. **1.** Contractor Shop

- ~~1.~~ **a.** Use shall be located on a minimum of ~~five (5)~~ **one (1)** acre parcel.
- ~~2.~~ **b.** Any outdoor storage of equipment or materials must be specifically approved by the Planning Commission and must be full screened from any roadway and from any adjacent residential use.

2. Contractor Yard

- ~~1.~~ **a.** Use shall be located on a minimum of ~~five (5)~~ **two (2)** acre parcel.,
- ~~2.~~ **b.** Any outdoor storage of equipment or materials must be specifically approved by the Planning Commission and must be full screened from any roadway and from any adjacent residential use.

Article 4 General Provisions 4.35 Specific Requirements and Standards –

Every application for a ~~Special Use Permit~~ shall be evaluated by the ~~Planning Commission~~ to ensure that the special use meets the following specific requirements and standards:

Article 5. PARKING AND LOADING FACILITIES (No changes)

Article 6. SIGNS (No changes)

Article 7 – LANDSCAPING (No changes)

Article 8 – ZONING DISTRICTS

Article 8 Zoning Districts, 8.5 District Provisions

C. COMMERCIAL C

1. Intent & General Standards

The Commercial C District is located in distinct areas along US-31 in locations identified by the Green Lake Township Master Plan. These locations are intended to provide locations for small businesses to meet the day to day convenience shopping and service needs of residents and to provide for automobile-oriented commercial sites ~~that will generate large volumes of traffic and require large tracts of commercial land.~~

Article 8 Zoning Districts, 8.5 District Provisions

A. MODERATE DENSITY RESIDENTIAL R-1

1. Intent & General Standards

~~a. Every single family home in the R-1 district shall be stick built on _____ location or shall be a modular home meeting the standards of the BOCA (Building Officials and Code Administrator) code.~~

~~b. Every single family home in the R-1 district shall have a roof with a 4/12 or steeper pitch.~~

D. VILLAGE RESIDENTIAL VR

1. Intent & General Standards

~~a. Every single family home in the R-1 district shall be stick built on _____ location or shall be a modular home meeting the standards of the BOCA (Building Officials and Code Administrator) code.~~

~~b. Every single family home in the R-1 district shall have a roof with a 4/12 or steeper pitch.~~

E. LAKE RESIDENTIAL LR

1. Intent & General Standards

~~a. Every single family home in the R-1 district shall be stick built on _____ location or shall be a modular home meeting the standards of the BOCA (Building Officials and Code Administrator) code.~~

~~b. Every single family home in the R-1 district shall have a roof with a 4/12 or steeper pitch.~~

Article 8 Zoning Districts, 8.6 Table of Uses –

Remove mini-warehouse / storage from C – Commercial, PC – Planned Commercial, M – Industrial Districts

Permit by Special Use in the R-5 Rural Residential District

Article 8 Zoning Districts, 8.7 Table of Dimensional Regulations –

Zoning District Low Density Residential R-2 – Maximum Lot Coverage **25%**.

Zoning District Commercial C – Minimum Lot Area ~~5 acres~~ **1 acre**, Minimum Lot Width **200' 150'**, Minimum Front Setback ~~60'~~ **35'**, Maximum Lot Coverage **25%**.

Zoning District Office O – Minimum Lot Width ~~200'~~ **150'**, Minimum Front Setback ~~60'~~ **35'**, Maximum Lot Coverage **25%**.

Zoning District Planned Commercial ~~CR~~ PC– Minimum Lot Width ~~200'~~ **150'**, Minimum Front Setback ~~60'~~ **35'**.

Zoning District Institutional I Maximum Lot Coverage **25%**.

Article 9 - SPECIAL LAND USES AND SPECIAL USE PERMITS (No changes)

Article 10 – CONDITIONAL USES (No changes)

Article 11 – DEVELOPMENT OPTIONS (No changes)

Article 11A – GATEWAY FORM BASED OVERLAY (No changes)

Article 12 – CONDOMINIUM DEVELOPMENT (No changes)

Article 13 – SITE PLAN REVIEW

~~Article 13 Site Plan Review, 13.5 Types of Site Plans, D. All basic site plans and all uses permitted by right or conditional use in the VC District shall be subject to review only by the Zoning Administrator. All other site plans shall be reviewed only by the Planning Commission unless otherwise specified in this ordinance.~~

Article 14 – PLANNING COMMISSION (No changes)

Article 15 – BOARD OF APPEALS (No Changes)

Article 16 – NON-CONFORMITIES (No changes)

Article 17 – AMENDMENTS (No changes)

Article 18 – ADMINISTRATION AND ENFORCEMENT (No changes)

Article 19 – LEGAL BASIS AND EFFECTIVE DATE (No changes)

ONE WORD CORRECTION TO ERROR IN PREVIOUS AMENDMENT ZOA 19-01

The planning commission said owner / operator, but it was recorded as owner / tenant. The correction is from tenant to operator.

Article 10 Conditional Uses, 10.3 Specific Requirements and Standards: A. Accessory Dwelling Unit
3. The property owner accessory dwelling unit, the owner/~~tenant~~ **operator** of the business shall occupy the accessory dwelling unit.