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Vice-Chair
Steve Gobbo
Secretary
Kimberly Smelker
Commissioners
Steve Musselman, Trustee
Dale Dailey
Marsha Zimmerman
Tim Fair
Adam Bertram
Kristen Krol



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Township Planner
Jim N. Foulds

Recording Secretary
Linda K. Parkinson

PLANNING COMMISSION MINUTES
MONDAY, AUGUST 6, 2012
7:00 p.m.

The regularly scheduled meeting of the DeWitt Charter Township Planning Commission was called to order at 7:00 p.m. by Chairman Keilen.

The Pledge of Allegiance to the Flag was said by those present.

ROLL CALL by Secretary Smelker.

MEMBERS PRESENT: Bruce Keilen, Steve Gobbo, Kim Smelker, Adam Bertram, Dale Dailey, Kristen Krol, Tim Fair, Marsha Zimmerman and Trustee Musselman.

MEMBERS ABSENT: None.

OTHERS PRESENT: Planning Consultant Jim Foulds and Recording Secretary Linda Parkinson.

APPROVAL OF AGENDA: **Musselman moved to approve the Agenda as printed. Supported. MOTION CARRIED.**

APPROVAL OF MINUTES: **Fair moved to approved the minutes of the June 4, 2012 Regular Meeting as printed. Supported. MOTION CARRIED.**

CORRESPONDENCE: The following items of correspondence were received by the Planning Commission.

1. Charter Township of Meridian – 2005 Master Plan Amendment
2. Michigan Township Association – Township Planning & Zoning Decision-making Handbook
3. Correspondence – Business 27 Technical Design Committee
Commissioner Bertram appointed to Committee.
4. Correspondence from David Schalk in support of allowing backyard chickens in DeWitt Township
5. Correspondence from Jessica Alvarez in support of allowing backyard chickens in DeWitt Township

PUBLIC COMMENTS:

Dave Schalk, 1572 Craig Street, Lansing, MI 48906, spoke in support of the Township changing the Zoning Ordinance to allow for residents to raise backyard chickens. He requested that this item be placed on the Planning Commission Agenda for the September 4, 2012 meeting.

Chairman Keilen advised that staff will have a presentation on this topic at the September 4, 2012 Planning Commission Meeting.

Brief discussion followed regarding the Ordinance Amendment process.

Faye Hagy, 1745 E. Clark Road, Lansing, MI 48906, invited the Planning Commission members to attend the Gunnisonville Historical Community Preservation meeting on Tuesday, August 14, 2012 at 7:00 pm.

UNFINISHED BUSINESS:

- I. Comprehensive Development Plan Update – Public Hearing postponed until Tuesday, September 4, 2012.**

Musselman moved that the Public Hearing for the Comprehensive Development Plan Update be held on Tuesday, September 4, 2012. Supported. MOTION CARRIED.

NEW BUSINESS:

- I. Request for Site Plan Review 12-150003 from Fred Motz Builder Inc.,** representing Brandino Properties LLC, for property located at 1758 E. Clark Road, Lansing, MI 48906, east of S. US 27, west of Wood Road, in the northeast ¼ of Section 22 of DeWitt Charter Township, to be allowed to construct a 7,800 sq. ft. addition to an existing building to be used as an adult foster care facility.

Planning Consultant Jim Foulds briefly reviewed staff's report dated July 25, 2012 advising the subject site recently obtained a Special Use Permit (SUP 11-990007) to allow a Foster Care Facility to be built on the property.

Foulds indicated the applicant is requesting to construct a 7,800 sq. ft. addition to an existing building, formerly used as the Gunnisonville Elementary School. The proposed addition is intended to be used as a twenty (20) bed adult foster care facility. This facility would be permitted by the State of Michigan. The site does not have public water or sewer. Therefore, all utilities will be provided on site. A new well will be built to service both the existing building and proposed addition. In addition, an onsite sanitary system will also be used.

Foulds advised that a meeting was held with staff, the reviewing agencies and the applicant in mid July. In summary, the proposed facility meets the dimensional requirements of the Zoning Ordinance. There are several conditions recommended by staff listed on page 7 of staff's report, should the Planning Commission grant approval of the request.

Musselman asked if the applicant was aware of and has agreed to the proposed conditions of approval.

Foulds stated the applicant is aware of and has agreed to the proposed conditions of approval.

Hearing no questions or comments, Chairman Keilen invited the applicant to speak.

Fred Motz, representing Fred Motz Builder Inc., 116 W. Main Street, DeWitt, MI 48820, indicated he had no comments.

Musselman moved that the Planning Commission approve Final Site Plan 12-150003 from Fred Motz Builders Inc. to construct a twenty (20) bed adult foster care facility located a 1758 E. Clark Road as described on the site plan document dated 6-12-2012. Approval is subject to the following conditions:

- 1. The applicant shall comply with the site lighting requirements of Article V of the Township Zoning Ordinance.**
- 2. The applicant shall comply with the requirements of Article VIII prior to the issuance of sign permits for the project.**
- 3. The on-site sanitary sewer system shall meet the requirements of the Mid Michigan District Health Department.**
- 4. The applicant shall comply with the requirements of the Clinton County Drain Commissioner, as outlined in the communication dated 6-26-2012.**
- 5. The applicant shall meet the requirements of the Township Fire Department and the State of Michigan Bureau of Fire Services permit dated 7-16-2012.**
- 6. The applicant shall meet the requirements of the DeWitt Charter Township Building Code.**

Supported.

ROLL CALL vote on motion:

AYES: 9 NAYES: 0

MOTION CARRIED.

- II. Request for Site Plan Review 12-150004 from Donn Bohde, NCARB, representing Hope Lutheran Church, for property located at 1180 W. Herbison Road, DeWitt, MI 48820, west of S. US 27 and east of Turner Road, in the southeast ¼ of Section 9 of DeWitt Charter Township, to be allowed to construct a 5,905 sq. ft. addition to an existing building to be used for classrooms and fellowship center.**

Planning Consultant Jim Foulds briefly reviewed staff's report dated July 31, 2012 advising the existing religious institution was approved by Special Use Permit 0072 in 1989. The applicant is now submitting for site plan review to be allowed to construct a 5,905 sq. ft addition to the existing 7,900 sq. ft. structure that would be used as a fellowship hall for the existing congregation. The proposed addition will not generate more seating. Therefore, there will be no need for additional parking, utility service, etc.

This request was also subject to the agency review meeting held in July. The proposal meets all dimensional requirements of the Zoning Ordinance. Staff's recommendation for approval includes five generalized conditions. The applicant's architect is present for any questions the Commission may have.

Commissioner Dailey questioned if the applicant would be required to install sidewalks.

Foulds stated the applicant is aware that they are obligated to meet the requirements of the Sidewalk Ordinance as it exists. The applicant has not expressed to staff that they intend to request a waiver to those requirements.

Hearing no further Commissioner questions or comments, Chairman Keilen invited the applicant to speak.

Donn Bohde, applicant, 46869 Garfield Road, Macomb, MI 48044, stated he was present for questions.

There were no Commissioner questions.

Fair moved that the Planning Commission approve Site Plan Review 12-150004 from Donn Bohde, representing Hope Lutheran Church to add a 5,905 square foot structure to the existing church facility located at 1180 West Herbison Road as described on the site plan dated 7-10-2012. Approval is subject to the following conditions:

- 1. The applicant shall comply with the requirements of the existing Special Use Permit for the site.**
- 2. The applicant shall comply with the site lighting requirements of Section 10.1.10 6) of the Zoning Ordinance.**
- 3. The sanitary sewer connections shall follow the appropriate Municipal Standards.**
- 4. The applicant shall comply with the requirements of the Clinton County Drain Commissioner.**
- 5. The applicant shall meet the requirements of the Township Building Official and the Township Fire Department.**

Supported.

ROLL CALL vote on motion:

AYES: 9 NAYES: 0

MOTION CARRIED.

- III. Request for Site Plan Review 12-150005 from Michigan State Utility Workers Council, for a 1.74 acre site located on Mesa Verde Blvd., in the Ridge Rock Office Park, east of Airport Road, west of Schavey Road, in the southwest ¼ of DeWitt Charter Township, to be allowed to construct a 5,850 sq. ft. building to be used for office space.**

Planning Consultant Jim Foulds briefly reviewed staff's report dated August 1, 2012. The proposed site is a vacant parcel located south of the Ridge Rock Subdivision property. The site is zoned O-P (Office Park) which is consistent with the Township's Master Plan.

The applicant is requesting to construct a 5,850 sq. ft. one story office building. Access to the building would be on the west side of the property. The plans also indicate a 2,800 sq. ft. area for potential future expansion on the west side of the building. It should be noted that the expansion area is not part of this review process.

This request was also discussed at the agency review meeting held in July. There were no issues or concerns noted by the reviewing agencies. Staff is recommending approval, subject to six conditions.

Foulds advised the applicant is present for questions.

Brief discussion followed regarding the perimeter parking spaces related to future construction, if required.

Daniel Butts, 17135 W. Ten Mile Road, Suite 121, Southfield, MI 48075, representing the applicant, stated the Michigan State Utility Workers Council represents the utility workers union.

Musselman questioned the slope on the eastern side of the existing office park building. He questioned if it would cause a water run off issue.

Butts stated the intent is to reshape the grade enough to construct the proposed building so that the slope will be less drastic. The engineers on the project do not for see a problem with run off.

There were no further questions or comments.

Gobbo moved that the Planning Commission approve Site Plan Review 12-150005 from the Michigan State Utility Workers Council to construct a 5,850 sq. ft. professional office building at 13765 Mesa Verde Blvd., Lansing, MI 48906, as described on the attached site plan documents dated 7-25-2012. Approval is subject to the following Conditions:

- 1. The applicant shall comply with the requirements of Chapter XI prior to the issuance of sign permits for the project.**
- 2. The sanitary sewer connections shall follow the appropriate Municipal Standards and Building Code requirements.**
- 3. The applicant shall comply with the requirements of the Clinton County Drain Commissioner.**
- 4. The applicant shall meet the requirements of the Township Fire Department prior to the construction of the proposed structure.**
- 5. The applicant shall meet the requirements of the DeWitt Charter Township Building Code.**
- 6. Future building expansion shall be subject to the requirements of the DeWitt Charter Township Zoning Ordinance.**

Supported.

ROLL CALL vote on motion:

AYES: 9 NAYS: 0

MOTION CARRIED

- IV. Request for Special Use Permit 12-990002 from Suzanne Hansen**, for property located at 1171 E. Webb Road, DeWitt, MI 48820, Lot #2 of Forest Hills Subdivision, in the southwest ¼ of Section 10 of DeWitt Charter Township, to be allowed to operation a Group Child Care Home (7-12 Children) from her residence.

Fair moved to receive Request for Special Use Permit 12-990002 from Suzanne Hansen and set for a Public Hearing to be held on Tuesday, September 4, 2012. Supported. MOTION CARRIED.

Trustee Musselman requested that staff's report include the State of Michigan requirements for number of employees for infant care.

- V. DeWitt Charter Township 2013 Capital Improvement Plan.**

Musselman moved to receive the DeWitt Charter Township 2013 Capital Improvement Plan and set for a Public Hearing to be held on Tuesday, September 4, 2012. Supported. MOTION CARRIED.

EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.

REPORTS:

- I. Trustee:**

Trustee Musselman gave a brief report on business conducted and action taken at the September 10, 2012 and September 24, 2012 Board of Trustees meetings.

- II. Zoning Board of Appeals:**

Gobbo reported there was no Zoning Board of Appeals meeting held in the month of July, due to no applications being filed.

- III. Committees: None**

- IV. Staff:**

1. Update on Traffic Access Management Plan recommendations.

Foulds advised the Traffic Access Management Plan study has been completed. Implementation of major Zoning Ordinance amendments will be necessary. The Planning Commission will receive a brief overview of staff's recommendations at the September 4, 2012 meeting. Community input will be received prior to scheduling a Public Hearing.

DISCUSSION: None.

ADJOURNMENT: **Fair moved to adjourn the meeting at 8:00 p.m. Supported. MOTION CARRIED.**


Linda K. Parkinson, Recording Secretary


Kin Smelker, Secretary