

Birch Run Township Planning Commission

Meeting Minutes

February 8, 2016

1. Meeting called to order at 7:02PM immediately followed by the Pledge of Allegiance and Roll Call.
2. **Commissioners Present:** Chairperson-C. J. Norris, Vice Chair- Steve Schaar, Elaine Parlberg, Helen Morse, Mike Marr, Fred Sheridan
3. **Commissioners Absent:** None
4. Motion made to accept revised agenda for meeting identifying addition of subject under item IX. Amendment to Planning Commission By-Laws. Passed unanimously.
5. Motion made by Fred Sheridan to nominate Steve Schaar as temporary Secretary for this meeting as there is no current acting Secretary. Second by Mike Marr. Passed unanimously.
6. Motion by Elaine Parlberg to approve the meeting minutes for December 14, 2015 Planning Commission Meeting with removal of lines 91-96 and corrected spelling in line 7, Motion supported by Fred Sheridan. Carried unanimously.
7. **Public hearing:**
8. Public Hearing was opened at 7:08 PM by C. J. Norris. Presentation of site plan by Bell Forklift Inc., presentation opened by Wayne Bell and continued by Engineer: Rudy Quaderer. Mr. Bell was joined for the meeting by several members from the Bell Forklift organization as well as Byron Voorheis III of Morse Development LLC.
9. Mr. Quaderer, addressing comments and concerns made by Mark Eidelson from Landplan Inc. in their site plan / special use permit review as contracted by Birch Run Township, covered in detail, corrections made to the site plan to bring it into compliance with the BR Zoning Ordinance. This included corrections made to the setback from Dixie Hwy., space between buildings to 35' and flow rates from storm drain diameters. It was noted that an easement was given to Bell by the adjacent property owner for connection to the county drain. The meeting was then opened for discussion.
10. Mike Marr brought to the discussion concerns over placement of landscaping buffer trees inside of fencing within the outdoor storage facility along the North East corner of the property. Mike contended that the trees should be placed on the outside of the fencing to a point along the North side of the fence at least to a point past the start of the wooded area along the property line. This would bring the landscaping in the buffer zone into visibility to the property owner

next to the development on the North Side. This view was also supported by several other members of the PC.

11. Mr. Bell and Mr. Quaderer expressed their desire to keep the placement of the fencing as it was drawn. They expressed concerns over landscaping maintenance should the trees be outside the fencing. They were also concerned over losing potential storage area by moving the fence.
12. It was explained by commissioner Schaar that the BR Township Zoning Ordinance Article 17 Landscaping and Screening, Section 17.04 requires that a buffer along the side be equal to that of the yard setback of the principal building which would technically be at 20' and that buffer areas shall not be used for storage or used in any other manner except for that of a buffer. It would be up to the planning commission to determine if any part of that requirement could be waived.
13. Following this discussion a proposal was made by Bell to move the fencing inboard by 10' for a distance of approximately 250' from the right of way along Dixie Hwy. so that the landscaping plantings and trees shown on the landscaping plan will now be placed outside the fence along the North side for a distance which brings it to the currently wooded area on the adjacent lot. This proposal was viewed as acceptable to the PC.
14. The attorney representing Bell Forklift Inc. asked if the PC was clear of the dual use that was being presented in this site plan. It was stated that the PC was clear there was a planned dual use by a single owner of the property for the purposes of Bell Forklift and a public indoor and outdoor storage facility.
15. Mike Setzer then covered Staff comments related to the site plan proposal and special use permit. Mike had previously submitted a document to the commissioners whereby he summarized the findings of Landplan and the staff recommendations for this proposal.
16. Mike Marr made a motion for approval if the site plan and special use permit as written in Mike Setzer's staff review so long as it was added that the fencing and landscaping will be moved as agreed and the drawings updated. The detailed motion is attached. Fred Sheridan seconded the motion and it passed by vote, unanimously.
17. Public meeting was closed at 7:40PM
- 18. Old Business:**
19. Discussion on private roads is once again tabled until next meeting.
20. A brief discussion was held to clarify the responsibility for development of the BR Planning Commission Agenda. This was a continuation of a discussion started by former PC member Bill Nelson who felt that it was the responsibility of the Secretary. It was clarified that, by the PC by-laws, it is the responsibility of the PC Chairperson to prepare the agenda. It was understood and agreed that this task could be delegated by the Chairperson

21. Open Discussion:

22. Mike Marr initiated discussion regarding bringing in a Recording Secretary for the sole purpose of taking PC meeting minutes. Commissioners that have held the responsibility for keeping and preparing the minutes have expressed difficulty in actively participating in the meetings due to their focus on documenting the meeting. It is not uncommon for organizations to have a recording secretary for this purpose and the idea generated support among the commissioners. Fred Sheridan will take the idea to the board for their consideration.

23. Reports:

24. Birch Run Township Board Representative – Fred Sheridan:

25. Township Board expresses thanks to Mike Setzer for all of his hard work and dedication. His role in assisting the Planning Commission through site plan and special use permit review and approvals is greatly appreciated. Also appreciated by the PC.

26. ZBA Representative - Elaine Parlberg: No new info.

27. New Business:

28. A motion was made by Fred Sheridan to amend the PC By-Laws, Section 1: Officers, A. Selection and Tenure, to state: At the first scheduled (regular or special) meeting of the calendar year,

The motion was seconded by Mike Marr and passed by a unanimous vote.

29. A motion was made by Elaine Parlberg to pass resolution #2016-01 scheduling the next four regular PC meeting dates. The motion was seconded by Helen Morse and approved unanimously.

30. Mike Setzer discussed potential upcoming agenda items for the regular March meeting. Cinema Hollywood planning on theater expansion and General RV planning on adding a drive through service bay.

31. A brief discussion was held surrounding a letter that was sent out to the Indian Artifact Museum addressing the pending expiration of their site plan and special use permit.

32. No new public hearing dates are set at this time.

33. Meeting adjourned by motion from Fred, second by Mike at 8:08PM

These minutes respectfully submitted by Commissioner Steven Schaar on February 11, 2016.

I Mike Marr make a motion to approve the final Site Plan and Special Use Permit for the Bell Forklift project based that the Warehouse, Service and Repair of Equipment, Outdoor Storage, Mini Warehouses and Bulk Storage areas comply with all of the standards in Article 4, Section (s) 4.04 & 4.05-B and the Approval Standards in Article 5, Section 5.06.

I also request the following conditions be placed on the approval as outlined in Article 20, Section 20.02

1. Provide the Birch Run Township Zoning Department a copy of jurisdictional permits from:

- * State of Michigan/Drainage into (MDOT) drain along I-75
- *Saginaw County Drain Commissioner/Soil Erosion
- *Saginaw County Road Commission/Driveway Access-(which will include new address)
- *Saginaw County Health Department/Septic System
- *Birch Run Twp/Water/Connections for Fire Suppression and Potable Water
- *Land Division application/approved by the Birch Run Twp. Assessor.

2. Waive a portion of the landscaping requirements of Article 17, by approving the submitted landscaping plans along with changes noted in condition 3.

This is based on the following comments from Planner:

- 1. The site is unusually long and narrow with much of the property not clearly visible from the I-75 or Dixie Hwy. corridors.*
- 2. The site is void of any immediately adjacent uses other than agriculture, aside from the single dwelling near the north lot line near Dixie Hwy.*
- 3. Approximately 300' of the site's length is to be devoted to open space, comprised of a detention basin, and which is to be largely out-of-view from I-75 or Dixie Hwy. corridors.*
- 4. Nearly the entire north side yard is adjacent to wooded areas which provide a natural screening though located on the adjacent parcel.*

3. Article 17 Landscaping and Screening, Section 17.04 requires that a buffer along the side be equal to that of the yard setback of the principal building which would technically be at 20' and that buffer areas shall not be used for storage or used in any other manner except for that of a buffer. It is agreed that there will be a move of the North fencing of the outdoor storage area, inboard by 10' for a distance of

approximately 250' from the right of way along Dixie Hwy. so that the landscaping plantings and trees shown on the landscaping plan will now be placed outside the fence along the North side for a distance which brings it to the currently wooded area on the adjacent lot. This must be updated on all landscape drawings as part of the site plan.

Motion seconded by Fred Sheridan.

Voted and passed unanimously.