

**Birch Run Township
Planning Commission
Meeting Minutes**

Special Meeting

October 13, 2004

Members Present

Dennis Bronner (absent)	Jeff Putnam
Bob Scharrer (absent)	James Totten
Alan Hunter	Wyn Wilson
Diane Timmons	

The meeting was called to order at 7:00 pm by Chairman Al Hunter. A quorum was present.

Minutes of the **September 27, 2004** regular meeting were reviewed and approved on a motion by Putnam and supported by Wilson with no corrections. Motion passed 5-0. Revised Zoning Ordinance copies were distributed.

The **purpose** of this meeting is to:

1. Hear a request from Terry McTaggart and Dave Gould from Forward Corporation, Standish, Michigan for construction of a 3920 square foot automobile gas station/convenience store with two additional 1500 square foot food service stores at 9288 E. Birch Run Road, Birch Run, Michigan.
2. Review a Special Use Permit application
3. Conduct a preliminary Site Plan review for the project.

Attending this meeting:

- Terry McTaggart
- David Gould
- Bridgette Smith, Spicer Corporation

Special Use Permit

Al Hunter opened discussion for the Special Use Permit application and the Planning Commission reviewed requirements of Section 1612 and 1613 in the current Zoning Ordinance. Current Zoning is B-2. In a motion by Totten, seconded by Putnam, the Planning Commission approved both the service station and the food service Special Use Permit according to Ordinance Section 1612 and 1613. Motion passed 5-0.

Site Plan Approval

Dave Gould of Forward Corporation presented its site plan to the Planning Commission. After much discussion Site Plan Request #2004-08 at 9288 E. Birch Run Road was given **Preliminary Site Plan Approval** with the following conditions:

1. Abandoned well must be capped
2. Produce the lighting plan for review by the Planning Commission
3. Produce the landscaping plan
4. Show dumpster enclosure plan
5. Take two parking spaces off the plan nearest the east driveway from Dixie Hwy to increase the width of the drive to the pumps by 10 feet.
6. Sign detail must be included

The motion was made by Putnam and was seconded by Totten. Approved 5-0.

Additional discussion included flow of drive-thru traffic, indicate seating capacity for each building to calculate parking needs, pull original KFC site plan, use of directional signs for drive-thru and stripe pavement in front of drive-thru for pedestrians.

Future Meetings:

The next special meeting is set for 7:00 pm, October 21, 2004 which is a public meeting for the new Zoning Ordinances. The Planning Commission will meet at 6:30 pm for final approval of the Forward Corporation project. Motion to meet at 6:30 pm by Wilson, seconded by Timmons. All approved.

The next regular meeting of the Planning Commission is scheduled for November 22, 2004 at 7:00 pm.

All in favor to Adjourn at 8:30 pm.

Submitted: Diane Timmons, Secretary

Diane Timmons

Approved: 10-21-04