

**Birch Run Township  
Planning Commission  
Meeting Minutes**

Special Meeting

June 21, 2004

**Members Present**

Dennis Bronner

Jeff Putnam

Bob Scharrer (absent)

James Totten (absent)

Alan Hunter

Wyn Wilson (absent)

Diane Timmons

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

Minutes of the **June 7, 2004** special meeting were reviewed and approved on a motion by Putnam and supported by Bronner with no corrections. Motion passed 4-0.

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

1. Hear a request from Dennis and David Fent for Site Plan approval for a new building and parking lot for a Woodmill/Cabinet Shop at 11820 Dixie Hwy, described in the notice and the application for the permit.
2. Conduct a Site Plan review for the project.

**Attending this meeting:**

- Mike Setzer, Birch Run Zoning Administrator
- Dennis Fent
- David Fent
- Tom Muehlenbeck
- Tony Quinn
- Tom Brewster, neighbor

**Site Plan Review**

Al Hunter went over the letters and application with the site plan. Everything was in order. Dennis Fent presented the site drawings to the group. Input from Jim Totten was reviewed and discussed. Items of note are:

- Building use is strictly manufacturing with an office and meeting room.
- Parcel is zoned M-1
- Parcel is going to be split into two parcels

The Planning Commission conditionally approved the **Site Plan** for Dennis Fent and David Fent. Jeff Putnam moved to grant approval to Dennis and David Fent for the property at 11820 Dixie Hwy with the following conditions:

1. Parking spaces must be of adequate size, 200 sq. ft.
2. Side setback cannot yet be determined pending land division but must follow Zoning Ordinance Section 1505, Dimensional Requirements for M-1 Industrial District.
3. Parking space distance from the new lot line must be at least 10 feet.
4. The proposed split line or land division must be approved.
5. All necessary permits must be applied for.

The motion was seconded by Bronner. Approved 4-0.

Dennis Bronner moved that the Zoning Administrator grant final approval of the site plan once all the conditions have been met. Seconded by Putnam. Approved 4-0.

**Future Meetings:**

The next special meeting is set for July 19, 2004 which is a public meeting for the new Zoning Ordinances.

The next regular meeting of the Planning Commission is scheduled for July 26, 2004 at 7:00 pm.

**All in favor to Adjourn at 8:00 pm.**

Submitted: Diane Timmons, Secretary

Approved: Diane Timmons  
8-31-04