

Birch Run Township Planning Commission Meeting
August 29, 2016 at 7:00 p.m.
Birch Run Township Meeting Room
11935 Silver Creek Dr, Birch Run, Michigan 48415

Minutes

The meeting was called to order by Chairman CJ Norris at 7:01 p.m. with the Pledge of Allegiance to the Flag of the United States of America.

Members Present:

CJ Norris, Chair; Steve Schaar, Vice Chair; Michelle Duncan, Recording Secretary; Mike Marr, Secretary; Members Fred Sheridan, Ed Munson and Elaine Parlberg

Members Absent:

Helen Morse

Motion by Sheridan, seconded by Parlberg, to excuse absentees from the August 29, 2016 Planning Commission Meeting

Motion Carried by Unanimous Vote

Others Present:

Mike Setzer, Building Inspector/Zoning Administrator; Doug Piggott, Rowe Professional Services

Minutes:

Approval of June 13, 2016 Regular Meeting Minutes

Motion by Sheridan, seconded by Parlberg, to Approve the June 13, 2016, Planning Commission Meeting Minutes

Motion Carried by Unanimous Vote

Marr asked the Planning Commission Board (The Board) if they would like to see the current meeting minutes prior to them being sent to the Birch Run Township Clerk. The board unanimously stated yes.

Special Meeting: Doug Piggott from Rowe Professional Services

Piggott states the current structure at Dixie Speedway is not very operational and asked what can be done to rectify that. The speedway proposed outdoor entertainment and events, but they will have to request a special use permit from the The Board prior to any events taking place. He states the board would evaluate activities as they occur. The Speedway would have to give specific information for each event, such as how many days of the week, number of years the event(s) would take place, which facilities would be utilized, etc. Piggott also states the Speedway would have a limited set of performance standards which would limit the range and time of the event.

Marr asked who pays for the application. Piggott states the applicant will pay for all charges. Marr also asks if, for example, an applicant would like a flea market and the applicant obtains a permit, does the applicant present the permit to the board? Piggott states yes, but the board would have the power to approve or deny specifics. Setzer states, for example, if the applicant has 10 items he would like at his event(s), the board has the power to approve 8 and deny 2.

Piggott goes on to say an applicant can have multiple permits for each item. Setzer asks if an applicant states a specific time frame for occurrences throughout the day for the event(s), what happens? Piggott states the time frame cannot be taken away.

Piggott also states once the board approves the permit, it is a permanent approval unless the applicant breaks the terms of the agreement. The applicant can add stipulations if applicable, but they have to be approved by The Board prior to them being implemented. Schaar asked if there is any flexibility for special use. Setzer states yes. The ordinance for a Temporary Outdoor Use Permit lets the applicant know it's a one-time use. Sheridan asks if the applicant needs a special hearing and Setzer states no. Piggott recommends to The Board to start small. If the applicant would like 6 items, approve 3 and tell the applicant these are on a trial basis and that the remaining items can be approved at a later time.

Schaar asks if The Board can determine a specific time frame such as how far apart the event(s) must take place. Piggott states yes. Setzer asks if The Board can require the applicant to have a specific size of property for events and Piggott states yes. Piggott states the Board can review previous requests and outcomes from other applicants as a guideline.

Setzer asks if The Board can also stipulate specifics for parking. Piggott states that is usually based on the projected number of attendees at the event. For example, more parking would be required for a concert versus a flea market. Setzer also asked if the applicant's permit has to specify a number of restrooms to be utilized. Piggott states yes.

Parlberg asks if the number of people to attend an event can be limited to a specific amount. Piggott states yes, if there are tickets sold. However, flea markets, for example, would be more difficult to determine. Schaar asked if modifications to property for events could be made, such as woods cleared out for more space. Piggott states yes, if applicable.

Setzer inquired on gravel versus hard surface parking. Piggott states The Board can require this stipulation if it is needed. Setzer also asked if the applicant has to provide police protection and Piggott said yes.

Schaar asked about regulating liquor sales and limiting the time frame for serving alcohol. Piggott and Setzer both states the liquor control would have to be contacted to clarify this matter.

1. Conditional Zoning or Contract Zoning regarding Dead Creek Saloon

Piggott states to provide for conditional re-zoning, the request has to come from the applicant and must be in writing.

Piggott asked The Board if they would like to schedule a public hearing. Norris states he can schedule a Public Hearing when all the changes have been made to the proposed amendment. A motion was made to schedule a public hearing after the revisions have been added to the current proposal. The tentative date for this hearing will be October 3, 2016.

Motion by Marr, seconded by Sheridan, to schedule a public hearing after the revisions have been added to the current proposal. The tentative date for this hearing will be October 3, 2016.

Motion Carried by Unanimous Vote

Public Hearing:

Tentative date of October 3, 2016

Old Business:

Committee report on Private Roads, which was tabled until further notice and discussed at the June 13, 2016 planning commission meeting. Discussion of the Committee report on Private Roads has been further tabled until the December 19, 2016 Planning Commission Meeting.

Open Discussion for Issues not on the Agenda:

Public comments/correspondence received:	None
Planning Commission Members:	None
Members in the audience:	None

Reports:

Township Board Representative (Fred Sheridan): None

Zoning Board of Appeals (ZBA) Representative (Elaine Parlberg): None

New Business:

Setting Public Hearing Dates: None

Aging Parent Structures:

Setzer refers to a past ordinance for aging parents allowing other relatives to live in the dwelling after the parents pass away. Piggott states it is allowed if the accessory unit is over a garage or in a mobile home in popular rural areas, also known as “echo housing”. It is also allowed if the dwelling is attached to a house with a separate entrance and facilities. If, however, the dwelling has a separate bedroom, bathroom and kitchen, it could also be considered a duplex. Setzer asked if the unit need a separate septic system? Piggott states yes, that it has to be 10 feet away from the dwelling. Marr asked if Sheridan could take the information back to the Birch Run Township Board to amend the ordinance. Setzer states yes.

Announcements:

Upcoming meetings for 2016. All meetings are held in the Governmental Center unless noted:

Township Board Meeting:	2nd Tuesday of each month
Planning Commission Quarterly Meeting:	Next Meeting is scheduled for December 19, 2016
ZBA Semi Annual Meeting:	3rd Tuesday in April and October
	Next meeting is scheduled for October 17, 2016
DDA Meeting:	To be announced

Adjournment:

Motion by Parlberg, support by Sheridan to adjourn.

Planning Commission Meeting ended at 8:58 pm.

CJ Norris
Chairman

Michelle Duncan
Recording Secretary