



Wexford Joint Planning Commission

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Cadillac, Michigan 49601

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231-775-1138 x 6

DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, April 24, 2023

Meeting location: Wexford County Road Commission Meeting Room, 85 West Highway M-115, Boon, Michigan.

Coordinates: 44° 19' 32.5" N, 85° 34' 53.4" W (44.325685, -85.581500)

A. Call to Order@637pm, Pledge of Allegiance, Roll Call

Members Present: (See Attendance Sheet)

Paul Osborne, Chairman (Antioch)
Randy Brewer, Vice Chairman (Springville)
Beverly Monroe, Secretary (Liberty)
Donna Taylor, Treasurer (South Branch)
Richard Harvey (Boon)
Martin Robbins (Hanover)
Marty Dahlstrom (Cherry Grove)
Marli Wendel (Slagle)
Dan Prince (Selma)

Members Absent: Ben Fleis (Wexford)

Others Present: Robert Hall, Zoning Administrator
Ben Townsend, Assistant Zoning Administrator
Heather O'Connor, Recording Secretary

B. Set/Amend/Approve the Agenda: Motion to Approve the Agenda as presented made by Richard Harvey, supported by Marli Wendel and passed via voice vote. See ([Agenda](#))

C. Matters pertaining to citizens, in the following order:

1. ANNUAL MEETING for Participating Municipalities

a. Staff/WJPC Presentation – Guest Wexford County Road Commission Karl Hanson – Update: High number of call-ins over a longer season, high salt usage, brining of roads, remix and re-blend gravel roads, Boon Rd is a project for this year, over 20 miles of chipseal, several aluminized culverts. Mr. Hall presented the ([ANNUAL MTG-REPORT](#)).

2. Public Hearing | Cadillac Revival Center [Case #SLUP-2023-01]

a. The Chair declared the Public Hearing OPEN at 7:30pm
b. Staff Presentation – Mr. Hall presented the ([SLUP Packet](#)) & ([SPR Reports](#))
c. Applicant Presentation – Pastor Markham reviewed the events leading up to current date
d. The Chair shall allow for Public Comment – Are bathrooms being added? No. Will the addition be utilized as a school? No.
e. The Chair shall declare the Public Hearing Closed. The Chair declared the Public Hearing CLOSED at 7:46pm

D. Public Comment – The Chair recognized fifteen (15) members of the public present for the Annual Meeting portion and eight (8) members of the public present for the Public Hearing. See public comment above. No additional comments.

E. Housekeeping Business

1. Consent Business
 - f. Approval of March 20, 2023 Minutes - Motion to Approve the March 20, 2023 Meeting Minutes as presented made by Richard Harvey supported by Randy Brewer and passed via voice vote. See ([Proposed Minutes](#))
 - g. Approval of Commissions Expense Report (pay the bills for APRIL 2023) - Motion to pay bills (\$4139.84) as presented made by Marty Dahlstrom supported by Randy Brewer and passed via voice vote. See ([Bills and Support Docs](#))
2. Treasurer’s Budget Report – Donna Taylor – Motion to Accept into Record the Treasurer’s Budget Report as presented for February & March with budget balance of \$108,410.33 made by Marli Wendel supported by Richard Harvey and passed via voice vote. See ([Bills and Support Docs](#))
3. Planning & Zoning Report – Robert Hall – See ([Staff Report](#)). Predicting to be busy as permit activity picks up, historically speaking.

F. Unfinished Business & Reports - (items considered here are taken up in the same order as established by the Commission to fix a priority for consideration and work done in the planning office)

1. General Discussion – iWorQ cloud permitting investment
 - a. Schedule 2nd presentation at June 26 Meeting

G. New Business –

1. Deliberations, Findings, Conclusions & Decision Regarding Case **#SLUP-2023-01**
3. **8609. Special Use Permit Standards**

- 3.1 According to WJZO Article 86, Section 8609 (1 thru 5) – the following standards shall be used by the Planning Commission for determining if a Special Use Permit is to granted or not:
 1. Is the use reasonable and designed to protect the health, safety & welfare of the community?
Yes. The Cherry Grove Event Center has been pre-existing for years as a structure, parking, and attendance.
 2. Is the use consistent with the intent and purpose of the district?

STAFF COMMENTS:

A ‘sample’ finding for #2 may look something like: the stated purpose of the Resort District is to provide for mixed uses, along with larger development – among some of the other special uses listed are Accommodation & Food Services which includes Hotels, Motels, and Planned Unit Development (which may include convention facilities and major resort complexes) – the WJPC concludes that the proposed activity of a Religious Organization (as is being proposed in this application) is similar in nature and supports a decision that the use is consistent with the intent and purpose of the Resort District

Yes. The building is in existence for similar use.

3. Is the use compatible with adjacent land uses?
Yes. There are two churches down from the Revival Centers proposed new home at the Cherry Grove Event Center. A church in the area is not uncommon and is compatible.
4. Is the use designed to ensure that public services and facilities are capable of accommodating increased loads caused by the land use or activity?
Yes, with conditions referencing the letter from the Drain Commissioner dated April 17th and following the recommendations. See ([WexCo-DrainComm Report](#))
5. Does the use comply with other general and specific standards in section 1601 if this Ordinance, the respective district, and general provisions of this ordinance?
Yes. The use is mostly existing.

Motion to **APPROVE #SLUP-2023-01** with condition of additional drainage area to be specified on the drawings as recommended by Drainage Commissioner [See ([WexCo-DrainComm Report](#))] made by Beverly Monroe, seconded by Marli Wendel and passed unanimously via voice vote.

SITE PLAN REVIEW

STANDARDS OF REVIEW for the Planning Commission under the by staff are under the provisions of Article 94, Section 9411.A-C with Staff Comment.

3.1 According to WJZO Article 94, Section 9411.A-C – The following standards shall be used by the Planning Commission to review requests for Site Plans under this Article.

1. All **applicable** regulations of this Ordinance which apply generally to all districts, and all **applicable** regulations of this Ordinance which apply to the **specific zoning district**, to any conditions imposed with the granting of a Special Use Permit or variance, shall be shown on the site plan as being complied with.

Staff Comment and Recommendations: The following are the “applicable regulations” for the Commercial Zoning District.

- *Minimum Parcel Area (5504.A) – This property surpasses the 20,000 square feet minimum area with 3.2 Acres.*
- *Buildable Area (5504.B) – This parcel surpasses the minimum area of 15,000 square feet with over 90,000 square feet of buildable area. Current building is 3,396 Square Feet.*
- *Minimum Parcel Width (5504.C) – This parcel meets this standard with 319’ along the road. The standard is 165’.*
- *Setback Requirements-*
 - *Front yard (5504.D.1.a) – Standard requires not less than 5’ and not more than 30’ from the front property line. The existing building is 42’ from the front property line, and Article 80 of the Ordinance exempts an existing Nonconforming Structure (NS) from having to comply with this front setback. The only requirement of an existing NS is that it “shall not be expanded more than fifty (50) percent in size (confer 8003.A – Class A Extensions).*

- *Side Yard (5504.D.1.b) – Standard requires “not less than twenty (20) feet. The attached structure meets this standard from both side yards at being 143’ from the north side yard.*

(NOTE: This parcel is a strange size, denoting the front yard along the highway and 13th Street.)

- *Rear Yard (5504.D.1.c) – NOTE: There is no rear yard due to the parcel being a triangle. There is a front yard and there are two side yards.*
- *Buffer (5504.D.2) – This parcel is not near to any dwelling, therefore has no buffer area and needs no buffer area.*
- *Height (5504.E) – Standard is 35’. This building more than meets the standard at 20’.*

Discussion:

Concerns on the site plan as incomplete missing the storm water drainage. See above referencing drainage.

2. All utility easements shall be distributed on site in a manner which is least harmful to surrounding properties. Electric, telephone coaxial cable and other lines shall be located underground unless this requirement is specifically waived by the administrator, Commission or Appeals Board upon review of the site plan.

- *Staff Comments: Since this is an already Nonconforming Structure, “this requirement is specifically waived by the administrator.”*

Discussion:

Concerns on the site plan as incomplete missing the storm water drainage. See above referencing drainage.

3. Water lines, sewer lines, all provisions of surface water drainage shall be approved by the respective agency and designed in compliance with any applicable federal and state statute, city, village, township. Or county ordinance.

- *Staff Comments: Since this is an already existing Nonconforming Structure, “all provisions of surface water drainage” has already been approved by the applicable ordinances.
This property already has sufficient infrastructure to meet the needs of one additional 8’x8’ bathroom next to the existing 8’x8’ bathroom already on the premises.*

Discussion:

Storm water basin should be demonstrated on Site Plan with fence and drainage noted.

4. *All other standards in the ordinance are being met*

- *Staff Comments: They are not increasing the building space more than the allowable 50% expansion (WJZO 8003.B.1 – shall not be expanded more than: “fifty (50) percent of the ground area occupied by the structure at the time of adoption of this ordinance.” Also, the Commercial District allowance from the WJPC is that staff can permit any commercial business up to 50% of its building capacity.*

Discussion:

Concerns on the site plan as incomplete missing the storm water drainage. See above referencing drainage comments. Noted by UL Electrical Company – drawing with suggested drainage enlargement and “fenced” will be provided.

Final Staff Comment: Staff permitted the addition of the bathroom to the 13th Street Restaurant and Market and sent permit to the Wexford County Building Department to start the project.

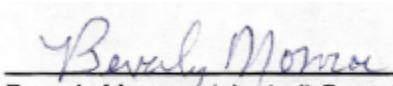
Motion to **APPROVE Site Plan** as presented made by Dan Prince seconded by Richard Harvey and passed via voice vote.

2. May 22nd TRAINING – Meeting time moved up to 6pm
3. June 26th – Master Plan Public Hearing Scheduling – Motion to schedule Public Hearing for Master Plan made by Richard Harvey, seconded by Dan Prince and passed via voice vote.

H. **Public Comment** – None

I. **Adjournment** – Motion to adjourn by Marty Dahlstrom, supported and adjourned at 8:33pm.

Prepared by Heather A. O’Connor, Recording Secretary, for Secretary
Respectfully submitted:



Beverly Monroe, (elected) Secretary