

Wexford	Hanover	Greenwood	Liberty
Springville	Antioch	Collfax no zoning	Cedar Creek zoned
Slagle	Boon	Selma	Haring zoned
South Branch	Henderson no zoning	Cherry Grove	Clam Lake zoned

■ Planning and zoning by the Wexford Joint Planning Commission

## Wexford Joint Planning Commission

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### DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, May 23, 2022

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@630pm, Pledge of Allegiance, Roll Call

*Members Present:* (See Attendance Sheet)

Paul Osborne, Chairman (Antioch)  
 Beverly Monroe, Secretary (Liberty)  
 Richard Harvey (Boon)  
 Marty Dahlstrom (Cherry Grove)  
 Dan Prince (Selma)  
 Randy Brewer (Springville)  
 Ben Fleis (Wexford)

*Members Absent:*

Kim Manuel (Hanover)  
 Ronald Bates (Slagle)  
 Donna Taylor, Treasurer (South Branch)  
 Shelly Bigelow (Greenwood)

*Others Present:*

Robert Hall, Zoning & Planning Administrator  
 Ben Townsend, Assistant Zoning Administrator  
 Heather O'Connor, Recording Secretary

**B. Set/Amend/Approve the Agenda:** Motion to Approve the Agenda as amended (moving G1 & G2 to Item C after the Chair closes the Public Hearings, respectively) made by Beverly Monroe supported by Marty Dahlstrom and adopted.

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

### Planner Training Presentation – Site Plan Review and Special Uses

#### 1. Public Hearing #1: SLUP-2022-01- Special / New Use

- a. The Chair shall declare the public hearing open - Chair declared the hearing open at 7:09pm
  - i. Staff Presentation – Robert Hall – See [Staff Report \(NEW\)](#)
  - ii. Applicant Presentation – See [SLU Site Plan \(New and Change of Use\)](#) & [New Use Application](#)  
 Company has been in area for 26 years – looking to put building to store vans – other building referred to as “Southside” to use as storage with the possibility to rent to public as a Hall – Mr. Campbell, architect for project – two (2) parcels, one is RR and the other is C1 – they split E/W for easement and egress
  - iii. Public Comment – email received from WJPC Hanover representative stating when presented, the township had no concerns.

- iv. The Chair shall declare the public hearing closed - Chair declared the public hearing closed at 7:16

**Deliberations / Findings / Conclusions / Decision – Public Hearing #1: SLUP-2022-01**  
**Standards for Special Use Permit with Staff Comments and Recommendations**

1. Is the use reasonable and designed to protect the health, safety, and welfare of the community?

***Staff Comment and Recommendations: The proposed use is listed as a special use in the respective zoning district. If all other regulatory entities offer approval, then the use should not present any health, safety, or welfare issues.***

**Discussion -**

**Reasonable because compatible with the area**

2. Is the use consistent with the intent and purpose of the district?

***Staff Comment and Recommendations: The use is listed as a 'special' use in the subject zoning district. Any 'concerns' should be mitigated through the review and approval process by the Wexford Joint Planning Commission.***

**Discussion – fits in with area and similar buildings**

3. Is the use compatible with adjacent land uses?

***Staff Comment and Recommendations: In Michigan, Zoning must be based on a plan (part of the Master Plan). The uses (both Permitted and Special) that are listed in the Commercial zoning district (Article 55 of the Wexford Joint Zoning Ordinance) in which this property is located are contemplated as being compatible when and if certain provisions are complied with. The site plan, statements of the applicant, and special use process for the requested use are to be reviewed for compatibility.***

**Discussion - compatible as one side is parking for Engine show, field**

4. Is the use designed to ensure that the public services and facilities are capable of accommodating increased loads caused by the land use or activity?

***Staff Comments and Recommendations: The increased impact should be easily absorbed as the proposed use is directly accessed via an interior existing arterial road directly connected to an existing driveway on a state trunkline. This new use is not of a nature that solicits drive in business on a regular basis as most work of a service nature is performed off-site.***

**Staff Recommendation – Approval of Site Plan**

***“Staff believes that the applicant narrative, impact assessment statement, and site plan have demonstrated compliance with the purpose and intent of the zoning ordinance and it is recommended that the Site Plan of Applicant be approved upon independent findings of the Planning Commission.”***

Septic & well to be tested as noted, ample parking on Site Plan. Smaller building for storage only. Large building #1 for offices and vehicle storage. Existing plans show electrical overhead – to be updated to underground electric service – buried power to new structure – to be changed on Site plan

Motion to Approve for SLU for **SLUP-2022-01- Special / New Use** with notes annotated in Standards 1-4 made by Randy Brewer, supported by Marty Dahlstrom and Approved unanimously.

1. **Public Hearing #2: SLUP-2022-02 – Change of Use**

- a. The Chair shall declare the public hearing open - Chair declared the hearing open at 7:41pm
  - i. Staff Presentation – See [Staff Report \(CHANGE OF USE\)](#)
  - ii. Applicant Presentation – See [SLU Site Plan \(New and Change of Use\)](#) & [Change of Use Application](#)

Applicant stated the hours from previous business (a bar) would be far fewer hours, traffic, and will be contained within the structure and no liquor license is associated with the property
  - iii. Public Comment – email received from WJPC Hanover representative stating when presented, the township had no concerns – Dave Fox from Wexford Township (Treasurer) stated the applicant doing a good job planning – in the past he could hear over five miles away, overall has no objection to the SLU – Sheila Pratt Clerk for Boon Township stated concern for traffic on a curve, is a turn lane required? Chair responded that MDOT did not specify any changes
  - iv. The Chair shall declare the public hearing closed - Chair declared the public hearing closed at 7:51pm

**Deliberations / Findings / Conclusions / Decision – Public Hearing #2: SLUP-2022-02**  
Standards for Change of Use with Staff Comments and Recommendations

1. Is the use reasonable and designed to protect the health, safety, and welfare of the community?

***Staff Comment and Recommendations: Staff Comment and Recommendations: The proposed change of use to a multi- purpose event / wedding venue facility classified under major group [72] in the North American Industry Classification System (NAICS) as the same use group as the previous use as a restaurant / bar establishment – the same or similar impacts can be expected.***

**NAICS code is in same “grouping” – liquor licensure not being sought – possible time limitations for events by midnight. Power to a large outdoor event is disabled.**

2. Is the use consistent with the intent and purpose of the district?

***Staff Comment and Recommendations: The use is listed as a ‘special’ use in the subject zoning district. Any ‘concerns’ should be mitigated through the review and approval process by the Wexford Joint Planning Commission.***

**Discussion – Capacity - 3724 sq ft of usage space = 242 occupants with Applicant limiting capacity to 180 occupants, no liquor license. A patio is present for spillover – with a tent covering for that patio 40x60 area; the present “stage” is not being sought nor will be utilized.**

3. Is the use compatible with adjacent land uses?

***Staff Comment and Recommendations: In Michigan, Zoning must be based on a plan (part of the Master Plan). The uses (both Permitted and Special) that are listed in the Commercial District (Article 55 of the Wexford Joint Zoning Ordinance) in which this property is located are contemplated as being compatible when and if certain provisions are complied with. The site plan, statements of the applicant, and special use process for the requested use are to be reviewed for compatibility.***

**Discussion – there is no sound ordinance and Applicant states no inordinate noise related events planned, use of the facility is for indoor events – there is an enclosed dumpster at the back of the property away from residents – to be added to the site plan**

4. Is the use designed to ensure that the public services and facilities are capable of accommodating increased loads caused by the land use or activity?

**Staff Comments and Recommendations: The proposed change of use is anticipated to have similar impacts as the previous land use as a bar / restaurant.**

**Discussion – sixty-seven parking spaces present, Applicant limits time to events end at midnight.**

**Staff Recommendation – Approval of Special Use**

**“The Zoning Administrator recommends the Special Use Permit be approved upon independent findings being documented by the Planning Commission as is suggested above in 4.1.”**

Motion to Approve for SLU for **SLUP-2022-02- Change of Use** with notes annotated in Standards 1-4 made by Dan Prince, supported by Randy brewer and Approved unanimously.

**D. Public Comment – Dave Fox stated his approval**

**E. Housekeeping Business**

**1. Consent Business**

a. Approval of April 25th, 2022, Meeting Minutes - Motion to approve Meeting Minutes as presented made by Beverly Monroe supported by Richard Harvey and adopted.

b. Approval of Commission's expense report (pay the bills) - Motion to pay bills (\$3755.22), as presented made by Beverly Monroe supported by Randy Brewer and adopted. See ([Bills and Support Docs](#)) and Motion to pay Chris Grobbel not to exceed \$1500 made by Beverly Monroe supported by Richard Harvey and approved

**2. Treasurer’s Budget Report – Donna Taylor – Absent**

**Motion to extend meeting time made by Dan Price, supported and approved.**

**3. Planning & Zoning Report – Robert Hall – See [STAFF REPORT MONTHLY](#) – Rent increase for WJPC meetings**

**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. Master Plan - Future Land Use update from planner/staff**

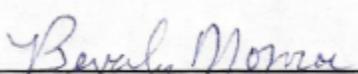
**G. New Business –**

**1. Election of Vice Chairman – Place on June agenda**

**H. Public Comment - None**

**I. Adjournment – Motion to adjourn by Richard Harvey supported and adjourned at 8:50 pm.**

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

  
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Beverly Monroe, (elected) Secretary