

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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% Cherry Grove Township 4830 E. M-55

Cadillac, Michigan 49601

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DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, May 24, 2021

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)
Cliff Redes, Vice Chairman (Selma)
Beverly Monroe, Secretary (Liberty)
Richard Harvey (Boon)
Marty Dahlstrom (Cherry Grove)
Kim Manuel (Hanover)

Members Absent: Donna Taylor, Treasurer (South Branch)
Clyde Kastl (Springville)
Ben Fleis (Wexford)
Ronald Bates (Slagle)
Shelly Bigelow (Greenwood)

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

B. Matters pertaining to citizens present at the meeting, in the following order:

PUBLIC HEARING - Special Land Use Application [Cottage Industry] 2312-12-4404

1. The chair shall declare the public hearing open – Chair declared the hearing open at 6:31pm

2. Staff Presentation - See ([2312-12-4404_cieslinski_slup-staff_report](#)) – Mr. Hall reviewed the above listed document for the Applicant(s) request for a Special Use Permit to operate a Landscape Maintenance Service and to erect a roadside sales stand to sell flowers and vegetables on site

Staff Recommendation #1 – Approval of Site Plan

“Staff believes that the applicant narrative and site plan have demonstrated compliance with the purpose and intent of the zoning ordinance, and we recommend the Site Plan of Applicant be approved.”

Staff Recommendation #2 – Approval of Special Use

“The Zoning Administrators recommend the Special Use Permit be approved by the Planning Commission as is suggested above.”

3. Applicant Presentation – James Cieslinski & Kelley Maricle. Not a supply type of landscape business. Also provides cut flowers to customers. Presented a signed letter from the neighbor in support of the request.

4. The Chair shall allow for public comment – None

5. The chair shall declare the public hearing closed - Chair declared the public hearing closed at 6:36pm

The property is not considered a farm because it does not require a GAMP. Can a Special Use permit be issued for property that is not owned by the applicant? The property is accessed by a sixty-six ft easement. Cottage industry states business must be on property of the dwelling.

*A motion to approve the Site Plan as presented made by Cliff Redes supported by Marty Dahlstrom and passed unanimously.

C. Public Comment - the Chair recognized two (2) members of the public present.

D. Housekeeping Business

1. **Consent Business**

a. Approval of April 26, 2021 meeting minutes - Motion to approve Meeting Minutes as **corrected** (See E1 **comments FORM change to FROM**) made by Richard Harvey supported by Kim Manuel and passed unanimously.

b. Approval of Commission's expense report (pay the bills) - Motion to pay bills, totaling **\$2295.95** made by Richard Harvey supported by Cliff Redes and passed unanimously. See (**052021-bills_and_support_docs**)

2. **Treasurer's Budget Report – Donna Taylor** – Absent. No Report to present.

3. **Planning & Zoning Report – Robert Hall** – See (**052021-staffreport**)

Mr. Hall reported that the dues have been requested of the townships. Ben completed the Word doc conversion project of the zoning ordinance allowing ease of edits, also working on grant proposal packets. Maximum award of \$1200.

Does the WJPC want to pursue use of another law firm that may be more responsive/affordable? Does the WJPC want to interview firms for possible retention as in the past? Do RFP & RFQ need to be generated?

Motion to start process for retention of a new law firm including RFPs & RFQs made by Cliff Redes supported by Beverly Monroe and passed unanimously.

E. 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 - Chris Grobbel (not in attendance)** – See (**wjmp_f11__h1__421_**). Mr. Hall requested any input be sent to him by next Wednesday, June 2, to allow time to forward to Mr. Grobbel.

2. **'Proposed' Administrative Site Plan Review Language** – See (**ordinance_amending_section_9204_for_administrative_site_plan_review__02921064x9ed46_**)
Pertaining to markup comments:
Comment 1 – ignore

Comment 2 – Yes, change of use

Comment 3 – Yes, change of use

Comment 4 – Yes

Comment 5 – Yes

Section D 1 & 2 – Discussion pertaining to the Zoning Administrators authorized discretion in the approve, approve with conditions or denial of applications.

Percentage vs square footage

See screen capture:

1. Any accessory buildings or accessory uses not exceeding ~~XXXX (XXXX - thousand)~~ square ~~—~~feet, incidental to an existing use in conformance with this Zoning Ordinance that does not require a variance, and ~~the where said~~ site plan demonstrates that the proposed building or use conforms with all requirements of this Zoning Ordinance.

Discussion pertaining to the Zoning Administrators authorized discretion in the approve, approve with conditions or denial of applications.

Motion to authorize Zoning Administration to approve, approve with conditions, applications for proposed accessory building or accessory uses not exceeding fifty percent (50%) made by Kim Manuel supported by Cliff Redes and passed unanimously.

See screen capture:

2. Expansion of, or addition to an existing, conforming use where ~~the sitesaid~~ plan demonstrates that the expansion or addition conforms with all requirements of this Ordinance and does not increase the size of the existing or proposed building or structure by more than XX (XX) percent, ~~whichever is less.~~

Motion to authorize Zoning Administration to approve, approve with conditions, applications for expansion or addition of existing or proposed building or structure that does not increase the size of the existing or proposed building or structure by more than fifty percent (50%) made by Kim Manuel supported by Marty Dahlstrom and passed unanimously.

See screen capture:

4. Movement of a building, drive, road or parking area by up to ~~XX (XXXX)~~ feet during construction due to an unanticipated and documented constraint or, subsurface conditions, to improve public safety or to preserve natural features. The site plan shall still demonstrate compliance with~~meet~~ all of the required setbacks and other standards of this Ordinance.

Motion to authorize Zoning Administration to approve, approve with conditions, applications for movement of a building, drive, road, or parking area as needed during construction due to an unanticipated and documented constraint made by Cliff Redes supported by Kim Manuel and passed unanimously.

Public hearing with proposed corrections/additions

F. New Business (other business & communications) – Deliberation / Decision regarding Special Use Application (Cottage Industry) 2312-12-4404

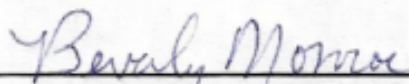
*A motion to approve the Site Plan as presented made by Cliff Redes supported by Marty Dahlstrom and passed unanimously. (See B 5)

G. **Public Comment** – None.

H. **Adjournment** – Motion to adjourn by Beverly Monroe supported by Richard Harvey, passed unanimously and adjourned at 8:27 pm.

Prepared by Heather A. O'Connor, Recording Secretary, for Secretary

Respectfully submitted:



Beverly Monroe, (elected) Secretary