

Wexford Joint Planning Commission

1/2 Cherry Grove Township 4830 E. M-55

Cadillac, Michigan 49601

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DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, November 16, 2020

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, Pledge of Allegiance, Roll Call @ 6:35pm

Members Present:

Dave **Schroeder**, Chairman (Hanover)
 Bev **Monroe** (Secretary) (Liberty) arrival 6:38pm
 Richard **Harvey** (Boon)
 Marty **Dahlstrom** (Cherry Grove)
 Shelly **Bigelow** (Greenwood)
 Cliff **Redes** (Selma)

Members Absent:

Paul **Osborne**, Vice Chairman (Antioch)
 Donna **Taylor** (Treasurer) (South Branch)
 Clyde **Kastl** (Springville)
 Ronald **Bates** (Slagle)
 Dave **Williams** (Wexford)

Others Present:

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

- B. **Public Comment** – The Chair, noting a quorum not yet present, requested to move Public Comments forward in the Agenda. Chair recognized six (6) members of the public present (see attached Visitor Sign-In). The following public comments were offered:

Kathy Adams – Cherry Grove – requesting & stating that the applicant had communicated with the Cadillac City vs speaking with LMSA first for sewer concerns

Bob Hall – introduced Chuck Thomas & Don Aldridge from Cadillac Culvert for an appeal to the WJPC for a special meeting for their site plan review. Noted that due to ordinance language the Zoning Administrator cannot perform the approval/denial without going before the WJPC. Possibly an increase in trust for similar situations?

Chuck Thomas – Cadillac Culvert – did not know the zoning ordinances for expansion for the existing facility required WJPC approval. Time is of the essence for benefit to the community and work performance with order fulfillment.

Don Aldridge – Cadillac Culvert – requesting special consideration for building expansion to increase production capability. Chair noted the add to New Business for consideration for a Special Meeting to review the Cadillac Culvert request.

Kim Manuel – Hanover – The Accessory Building language proposal did not arrive in time for full consideration of the township board.

***Greenwood** – noting the same

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

1. M-55 Storage - Robb Munger [Site Plan Review]
(see [munger-packet-website20201106_11533103](#))

- a. Staff presentation (see [munger-packet-website20201106_11533103](#))

Final Staff Comments and Recommendations): *Staff recommends APPROVAL of the site plan as presented with exhibits detailing building size and placement, calculated storm water containment, lighting, and landscaping. Any additional lighting in the future should comply with the ordinance requirements in place at the time of application*

- b. Applicant / Developer presentation

Mr. Rob Munger noted the only change to the original Site Plan review was the number and placement of driveway(s); from two (2) to one (1). He is planning to have concrete for hard surfaces vs pavement to assist with the aesthetics of “higher end” storage unit facility. The units will be accessed by electronic activation via smartphone.

- c. WJPC Standards of Review - [Article 94, Section 9411.A.B.C]

Mr. Harvey requested the square footage & driveway length. Mr. Munger noted compliance with Cherry Grove Fire Chief documented standards for ingress/egress. Concrete to be placed in Spring 2021. The type of construction is to be modular for Phase I with onsite building in later phases – the differences will be undiscernible to the “normal eye”.

The WJPC noted the signage and lighting must comply with area ordinances and restrictions, also ensuring the site plan consists of all water (rain, snow runoff and the like) be retained within the property onsite, so as to not interfere or impede the adjacent, neighboring properties and area. Mr. Munger agreed.

Mr. Munger noted entry to the facility will be by smartphone keypad access coding and secured by a yardarm. He also noted the implementation of minimal lighting (on at dusk for deliberate period – then motion activated to lessen light pollution).

Motion to approve the Site Plan as presented with consideration to signage, lighting and water & sewer as outline in accordance with area ordinances and restrictions as presented in the Staff Report made by Marty Dahlstrom, seconded by Cliff Redes and approved unanimously.

D. **Housekeeping Business**

1. **Consent Business**

- a. Approval of October 26, 2020 Minutes – Motion to approve Meeting Minutes as presented made by Richard Harvey seconded by Shelly Bigelow and approved unanimously.

- b. Approval of Commission's expense report (pay the bills) - Motion to pay bills totaling **\$1669.65** made by Richard Harvey seconded by Marty Dahlstrom and approved unanimously
See the following: ([112020-bills_support_docs20201113_13572110](#))

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

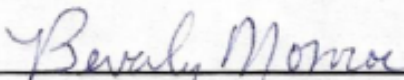
3. **Planning & Zoning Report – Robert Hall – ([112020-staffreport](#))** – Mr. Hall requested consideration of an expansion of the level trust to expedite Site Plan reviews such as those which are not new construction, meet all setback and comply with local zoning to expedite the process for the Applicants (case in point, Cadillac Culvert). Mr. Hall will gather some additional sample language for consideration by the Commission. Regarding the Cadillac Culvert request for a

Special Meeting, there does need to be a cost associated as well the coordination for a Virtual Meeting due to “new” meeting-in-person restrictions. The push forward with the Mud Bog involves the request to appeal. The Budget for next year is in progress, may include new laptop due to aging equipment. Selma township dues is “on the way”. Slagle township dues are still outstanding.

- E. **Unfinished business and 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 (zoning plan) Survey** – Available to the public, geared toward decision makers. The survey will go out in the mail to the townships and is due back by 25 December.
- F. **New Business** (other business and communications).
1. **Zoning Board of Appeals membership - expiring terms**
All the terms for ZBA are expiring. Also noted that once in place, each must be sworn in for officiality.
 2. A motion to hold a Special Meeting on Monday, November 23rd at 6:30pm via Zoom hosted by River Bridge Technology’s encrypted Zoom Conference Room with costs for the Meeting to be assessed to Cadillac Culvert, for purposes of the Site Plan Review for expansion to existing facility made by Marty Dahlstrom, seconded by Shelly Bigelow and approved unanimously.
- G. **Public Comment** – Comments offered were:
Kim Manuel – Hanover – will be succeeding Dave Schroeder as the Hanover representative with the current Vice Chairman, Paul Osborne chairing meetings until the January election of officers. A huge thanks was offered by the members to Dave Schroeder for his willingness and leadership in serving the WJPC, and we wish him well in future endeavors. Thank you, Dave!
- H. **Adjournment** – Motion to adjourn by Richard Harvey seconded by Shelly Bigelow, approved unanimously and adjourned at 7:45pm.

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

Respectfully submitted:



Beverly Monroe, (elected) Secretary