

WEXFORD JOINT PLANNING COMMISSION STAFF REPORT



Wexford Joint Planning Commission
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Staff Report – Site Plan Review

1. Application

Owner: Minar Bible Church
Site Address: 9400 W. M-115, Mesick, Michigan 49668
Parcel #: 2312-04-4202

Applicant(s): SAME AS OWNER
Address: SAME AS OWNER

Phone: 231-878-8449
231-878-7781

Email: Rona_Sim@hotmail.com

Contact: Timothy Simerson

Property Zoned: Rural Residential

Site Plan Type: Medium

2. Development Proposal

2.1 Property Legal Description: PAR COM AT W LINE OF W/12 OF SE 1/4 ON N SIDE OF HWY M-115; TH SE'LY ALONG HWY 310 FT TO POB; SE'LY ALONG HWY 420 FT; NE'LY AT RT ANGLES TO HWY 230 FT; NW'LY 420 FT; SW'LY TO POB. --2.22 A M/L- - SP. SEC. 4 T23N R12W -MESICK- COMBINED W/ PORTION OF 2312-04-4201 ON 10-30-09

2.2 Action Report / Request: The applicants request consists of adding an addition to the existing structure / building.

2.3 Existing / Proposed Use Description / Classification: The existing use of the land, building/ structure is as a place of religious assembly.

3. Current Narrative (History):

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- 3.1 The office of the Wexford Joint Planning Commission has responded to several inquiries in the past regarding the subject property dating back to April 27th of 2018. These inquiries were related to required yard setbacks.
 - 3.2 The applicants appeared at the office of the Wexford Joint Planning Commission on April 10, 2019 to make application for Site Plan Review. On this date the application and appropriate fee was submitted for Site Plan Review. The applicants were advised of the process required (site plan elements, timing, staff report, and review / decision by the Wexford Joint Planning Commission. On April 24, 2019 the Planning and Zoning Administrator emailed, left a message, and spoke directly to Mr. Simerson to inquire about Site Plan progress. Again, on May 15, 2019 the applicant was advised that due to the failure of staff being presented a Site Plan for review, they would NOT be placed on the May 20, 2019 agenda of the Planning Commission.
 - 3.3 Representatives of Minar Bible Church were in attendance at the May 20, 2019 meeting of the Wexford Joint Planning Commission and were provided an opportunity during public participation to ask the Planning Commission for their consideration to conduct a special meeting to conduct this Site Plan Review. The Planning Commission was receptive to the possibility and directed the applicants to furnish the required information / site plan to staff, and when found to be complete, staff would communicate with the Planning Commission as to the timing of any special meeting.
 - 3.4 Representatives of Minar Bible Church met with Asst. ZA Ben Townsend on May 23, 2019 and were apprised of the additional information required as well as the fee for a special meeting. They notified staff that they would return with the additional information and fee.
 - 3.5 Minar Bible Church representative provided the requested additional information to staff on May 24, 2019.
- 4. Specific Zoning District Standards:**
- 4.1 **3704.A:** The minimum parcel area is 43,560 (forty-three thousand five hundred sixty) square feet. The subject parcel is more than twice that at 95, 822, or approximately 2.2 acres
 - 4.2 **3704.B:** The minimum Buildable Area required is 20,000 per principal unit. The subject parcel has a Buildable Area of approximately 46,800 square feet
 - 4.3 **3704.C:** The minimum parcel width required is 165'; the subject property (according to the Wexford County assessing records) is 420'
 - 4.4 **3704.D Setbacks¹**
 - 4.4.1 **3704.D.1.a:** The minimum front yard setback required is 50'; the actual setback as shown on the site plan is approximately 75'.

¹ The applicant site plan shows a lot with 350' of road frontage by 225' deep. The Wexford County records indicate a property size of 420' of road frontage by 230' deep. The applicant has made appropriate adjustments on the 'Parking Exhibit-2' supplement.

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3704.D.1.b: The minimum side yard setback required is 30'; the actual setback to the proposed addition is approximately 120' on the northwest side and 85' to the existing structure / building on the southeast side.

3704.D.1.c: The minimum rear yard setback required is 50'; the actual setback is approximately 100'.

3704.D.1.d: N/A – there are no waterfront yards.

3704.D.1.e: N/A – there are no known wetlands associated with the subject property.

4.5 3704.E: There are no new proposed accessory buildings.

4.6 3704.F: Buildings and parcel coverage

3704.F.1: N/A – there are no new proposed accessory buildings.

3704.F.2: N/A – there are no new proposed accessory buildings.

4.7 3705: N/A – there are no proposed land divisions for the subject property.

5. STANDARDS OF REVIEW:

5.1 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 (Article 10 – General Regulations), and all **applicable** regulations of this Ordinance which apply to the **specific zoning district** (Article 37, see Section 4 above), 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.

GENERAL REGULATIONS (Article 10)

Staff has determined that the following denoted General Regulations are generally applicable to the subject property:

Section	Section	Section	Section	Section
1001		1031		1061 X
1002		1040		1062
1003		1041		1070 X
1004		1042		1071
1010	X	1050		1072
1011		1051		1073
1012		1052		1074
1013	X	1053		1080
1020	X	1054	X	1081
1030		1060	X	1082

1010-Water Supply and Sewage Facilities

The applicant will be required to update / renew their existing well and septic permit in order to make application for their building permit.

1013-Surface Runoff

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The subject property is relatively flat to gently sloping. There are no gutters and / or downspouts shown on the building drawings. Rainwater will run off the north and south eaves of the building. The soil is generally very permeable in most areas and because of the size of the parcel and location of the building(s) there are no foreseen issues with runoff on to adjacent properties or the road right-of-way.

1020-Waste Accumulation and Outside Storage

The current waste / dumpster is located near the southeast corner of the existing building / structure

1054-Vehicular Parking Space – Access and Lighting

Parking: This particular use (Religious Organization) requires one (1) parking space for each four (4) seats of legal seating capacity. The new sanctuary shows a seating capacity of 200. The applicant has indicated that at least 75 (seventy-five) parking spaces can be provided on the south end of the site with additional parking available to the west and north of the building. ADA concerns will be addressed via appropriate signage and as regulated by the building department. *(see parking exhibits 1 & 2)*

1060-Signs

There are no news signs proposed – the applicant is advised that any new signage must comply with existing ordinance standards at the time any proposal is made.

1061-Outside Lights

Lighting: The applicant is proposing to add additional pole lighting fixtures to the front and east sides of the building similar to what is existing. In addition, motion sensor activated security lights will be placed at the front and rear entryways. The applicant agrees that any and all lighting will be maintained in compliance with the ordinance standards in effect at the time of the Site Plan review. *(see lighting exhibits 1 & 2)*

1070-Height

The maximum allowable height for this type of structure is 50 (fifty) feet. The maximum height of the existing and proposed structure will not exceed 20 (twenty) feet.

Staff Comment and Recommendations: Staff finds that all of the specific zoning district requirements are met as documented above in Section 4 of this report. The general Regulations found to be applicable are outlined above in section 5 of this report – Standards of Review. Staff finds that there are no concerns except as mentioned. Staff feels that compliance with this standard (General regulations and Specific Zoning District) is demonstrated.

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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 Comment and Recommendations: The existing utility connections are not expected to change to a degree that would require the concern of this commission with this building proposal. Staff feels that compliance with this standard is demonstrated.

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 Comment and Recommendations: As mentioned in Section 5 (1010 and 1013) above, there are no concerns visible to staff that requires commission intervention. Staff feels that compliance with this standard is demonstrated.

Final Staff Comments and Recommendation(s): Staff recommends approval of the site plan as presented with exhibits detailing parking and lighting plans by the applicant as well as their pledge to comply with all applicable ordinance standards related to any future proposed signage.