

**RAISINVILLE TOWNSHIP
PLANNING COMMISSION MINUTES
February 22, 2016 7:00 pm Special meeting**

Meeting called to order by Chairman John Delmotte and led the Pledge of Allegiance.

ROLL CALL: Craig Assenmacher, Tom Woelmer, Mike Jaworski, Ann Nickel-Swinkey, John Delmotte, Adam McLaughlin, and Gary Nowitzke were present. Quorum established, all present.

ELECTION OF OFFICERS FOR 2016:

Motion to nominate John Delmotte as Chairman by Mike Jaworski, **Supported** by Gary Nowitzke. **Motion carried.**

Motion to nominate Mike Jaworski as Vice Chairman by John Delmotte, **Supported** by Adam McLaughlin. **Motion carried.**

Motion to nominate Ann Nickel Swinkey as Recording Secretary by Tom Woelmer, **Supported** by Mike Jaworski. **Motion carried.**

Motion to Approve 2015 Annual Planning Commission Report as submitted by Chairman John Delmotte and place it on file by Ann Nickel Swinkey, **Supported** by Craig Assenmacher. **Motion carried**

APPROVAL of MINUTES: Motion by Gary Nowitzke to approve the minutes of the October 19, 2015 meeting and place on file. **Supported** by Adam McLaughlin. **Motion carried.**

PUBLIC HEARING:

Motion to open Public Hearing: Applicant- Jason Miller of 110 Research Parkway Dundee, MI 48131; Building C for proposed storage of various automobile parts awaiting transport to other facilities for processing, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, which is Zoned M, Manufacturing. Parcel ID# 5813-128-107-10 (30.34 ac) by Adam McLaughlin, **Supported** by Craig Assenmacher. Unanimous. **Motion Carried.**

- Lucie Fortin, Township Planner: concerns as addressed in her review:

- a.) max # of employees expected
- b.) anticipated traffic
- c.) hours or operation contrary to rezoning agreement
- d.) kind/type of materials to be stored outside
- e.) full lighting turned off when building is not in operation

Response by Jason Nolff (Engineer): He submitted traffic generation handout showing previous use truck traffic patterns vs. current anticipated traffic on the site.

- a.) 2 employees are anticipated for Building C with 1-2 trucks/day

- b.) Overall traffic expected for the property is much less than before (563 vs. 3,631 total daily trips)
- c.) Enclosing outdoor storage area/screening from side facing M-50
- d.) They will talk to tenants about lighting. Security lights are a must but will see about lights that are not needed after dark
- e.) Will change 7 a.m. to 8 p.m.- as per contract

Citizen- Terry Durocher, 4369 N. Custer Rd Monroe Mi 48162- N side of river- voiced his concerns.

- Hours, Semi-trucks idling at night? Or day? Oil Spills? Noise! Hears beeping of forklifts all night long
- Jason Nolff replied that new tenant for Building C will be a short term lease tenant (8 months lease).

Motion to close Public Hearing on Building C by Ann Nickel-Swinkey, **Supported** by Gary Nowitzke. Unanimous. **Motion Carried.**

Planning Commission Comments:

Q- Semi's schedule? A- No semi's coming in and out for this operation after 8:00 pm

Q- North Side storage outside A- this area will be enclosed

Q- Any hazardous materials? A- These are brand new parts. Lucie- Building Code limits amount that can occur

Motion to recommend Special Use Approval for applicant Jason Miller of 110 Research Parkway Dundee, MI 48131; Building C for proposed storage of various automobile parts awaiting transport to other facilities for processing, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, Parcel ID# 5813-128-107-10 (30.34 ac) by Mike Jaworski, **Supported** by Adam McLaughlin.

Moved to amend motion by Tom Woelmer to include 2 recommendations-

- 1.) The covered outdoor storage area be enclosed by a wall six (6) feet in height or at least one (1) foot higher than any materials stored to obscure the outdoor storage area from M-50 and surrounding properties;
- 2.) That time limits be considered for the outdoor lighting of the site when businesses are closed. For example, while security lights would be permitted at all times, full lighting may be turned off within 60 minutes after closing.

Support to amend motion by Mike Jaworski. **Motion carried to amend.**
Motion (as amended) Carried.

NEW BUSINESS:

Building C Site Plan Review:

Township Planner (Lucie Fortin) highlighted her review as submitted.

Township Engineer (Mark Mathe) highlighted his review as submitted.

Jason Nolff stated the abandoned well pre dates his development and that he has Health Department Approval, and the size is unknown.

Bumper blocks were questioned. Jason doesn't see the need for them.

Chairman Delmotte commented on Lucie's review regarding the greenbelt. He noted that the Planning Commission has allowed things to move forward on different projects and some things are still not done. He asked if the applicant would provide, in writing, a time frame for completion so when questions arise we have an answer. Applicant responded that things are getting done. John asked if June 1st could be a deadline to expect completion (and if we should include it in the motion).

Jason Nolff stated they have approvals from:

- Health Department
- MDOT
- Drain Commission

Need Approval from:

- Planning Commissioner for use of treated lumber around dumpster
- Fire Department

The old abandoned well is capped.

Mr. Durocher questioned water retention with oil residue on site. Applicant states detention basin- First flush on site had no EPA concerns.

Motion to recommend Preliminary and Final Site Plan Approval with the modifications recommended by the Township Planner and Engineer and plans revised for applicant Jason Miller of 110 Research Parkway Dundee, MI 48131; Building C for proposed storage of various automobile parts awaiting transport to other facilities for processing, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, Parcel ID# 5813-128-107-10 (30.34 ac).

Conditions and needed modifications:

- 1.) Treated lumber to be used is hereby approved by Planning Commission around dumpster
- 2.) Agreement and a note on drawings that the greenbelt is to be implemented by 6/1/16
- 3.) Revised set of drawings to be submitted and reviewed before Township Board submittal, and
- 4.) Special Use conditions as set forth in Planner's review
 - a) All needed information per review
 - b.) Provision of the additional conditions recommended by the Planning Commission, as noted above
 - c.) Needed information for calculating parking requirements and modifications of the barrier-free access route to the building entrance
 - d.) A note describing management and containment of traffic, noise, and dust
 - g.) Approval by Township Engineer
 - h.) Approval from all required agencies including the Monroe County Road Commission/MDOT for ingress/egress to M-50.

By Tom Woelmer, **Supported** by Adam McLaughlin. **Motion carried**

PUBLIC HEARING:

Motion to open Public Hearing: Applicant- Jason Miller of 110 Research Parkway Dundee, MI 48131; Building A to replace existing warehouse and contractor tenants with all warehouse use, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, which is Zoned M, Manufacturing. Parcel ID# 5813-128-107-10 (30.34 ac) by Mike Jaworski, **Supported** by Gary Nowitzke. **Motion carried**

Tenant is a supplier of building material/fire suppression system. Planner requested a description of the expected truck traffic in and out on any given day to determine this land use impact on adjacent properties in term of traffic, noise, dust and glare.

-Applicant has submitted traffic generation handout showing previous use truck traffic patterns vs. current anticipated traffic on the site.

The expected truck traffic for Building A is 4 to 6 truck deliveries/day.

Motion to close Public Hearing on Building A by Mike Jaworski, **Supported** by Ann Nickel-Swinkey. Unanimous. **Motion Carried.**

Motion to recommend Special Use Approval: applicant- Jason Miller of 110 Research Parkway Dundee, MI 48131; Building A to replace existing warehouse and contractor tenants with all warehouse use, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, which is Zoned M, Manufacturing. Parcel ID# 5813-128-107-10 (30.34 ac) by Adam McLaughlin. **Supported** by Mike Jaworski. **Motion carried.**

NEW BUSINESS:

Building A Site Plan Review:

Lucie commented on her review.

Mark went over his review and commented that the existing entrance to the site is noted to remain. During his discussions with MDOT they indicated they had received a permit application for this parcel to replace the approach in-kind. It was noted at that time that additional impact studies would be required of the developer for the full buildout of the Business Park site and that additional mitigation measures may be required. He spoke on the grading plan, indicating he needed the elevations for the proposed sidewalk adjacent to Building A.

-Concerns regarding the Fire Department approval was addressed by board and applicant. Perhaps a checklist or some kind of approval/denial in writing. The Planning Commission does not want just a verbal answer.

Motion to recommend Preliminary and Final Site Plan Approval with the modifications recommended by the Township Planner and Engineer and plans revised for applicant Jason Miller of 110 Research Parkway Dundee, MI 48131; Building A to replace existing warehouse and contractor tenants with all warehouse use, located in the Miller Business Development Park, 4658 S. Custer Monroe, MI 48161, which is Zoned M, Manufacturing. Parcel ID# 5813-128-107-10 (30.34 ac)

Conditions and needed modifications:

1.) Agreement and a note on drawings that the greenbelt is to be implemented by 6/1/16

2.) Revised set of Drawings to be submitted and reviewed before Township Board submittal by Craig Assenmacher. **Supported** by Gary Nowitzke. **Motion carried.**

No other New Business.

OLD BUSINESS:

1.) Zoning Ordinance Update. Discussion led by Lucie Fortin. All ordinances passed since last printing were collated into the Zoning Ordinance Book. No changes to language in Zoning Ordinance. The zoning map was also prepared and was submitted for staff review. While no public hearing and adoption is necessary for the zoning book, Lucie recommends that the zoning map be officially adopted and signed (public hearing and rezoning amendment process) to prevent any problems in the future. No new amendments were prepared due to budgetary concerns.

2.) Master Plan. Lucie submitted a letter outlining a proposal for needed changes to update the plan required to be in compliance with the new Michigan Planning Enabling Act (PA 33 of 2008). The letter also describes the procedures needed to prepare the update. Lucie will be talking with Township staff/officials to determine how best to proceed based on budget.

PUBLIC COMMENT: None

NEXT MEETING: March 21, 2016

ADJOURN: Motion to adjourn by Ann Nickel-Swinkey. **Supported** by Craig Assenmacher. **Motion carried.** Meeting adjourned

Minutes are preliminary until approved.
Ann Nickel-Swinkey, Planning Commission Secretary