

CHARTER TOWNSHIP OF MONITOR  
PLANNING COMMISSION MEETING  
MARCH 1, 2022

The meeting was called to order by Chairman Jim Bellor at 7 pm.

The Pledge of Allegiance was recited by all present.

Members present: J. Bellor, R. Campbell, A. Shabluk, B. Walsh, J. Meier, R. Rosenbrock  
Members absent: C. Schweitzer (excused)  
Also present: R. Sheppard, Attorney, J. Gorenflo, Planner, J. Wheeler, Engineer

**Motion by Campbell seconded by Meier, to adopt the agenda as presented.  
Motion unanimously carried**

**Motion by Meier, seconded by Rosenbrock to approve the minutes of the regular meeting  
February 1, 2022.  
Motion unanimously carried**

**Public Input**

Chairman Bellor opened comment at 7:03 pm.

Neil Spencer, Pumford Construction had questions regarding certain architectural covenants in Traxler Drive, example: certain percent of brick, windows, parking spaces, etc.

Sheppard explained, if what they intend to do is listed in Ordinance 67 9.02 Permitted Uses in a general business district it would be allowed

Gary Brandt, Trustee, asked how many trucks are expected per day at 3900 S. Three Mile Road.

Sheppard explained to Brandt that 12 trucks per day at full build out, six (6) by the end of the year.

Brandt asked if the road was an all-season road.

Sheppard said, "No"

Sheppard told Brandt that Wheeler, Engineer has written a report and has been in contact with Bay County Road Commission.

Wheeler told the members that he is working with the road commission for a solution.

Discussion continued.

Bellor closed public input at 7:11 pm.

## **Public Hearing**

09-100-011-400-030-00

3900 S. 3 Mile Road

Rev LNG, LLC

## **Special Use/Site Plan Review**

Marc Marter, Riverside Energy representative, briefly explained the recent history of the pipeline that was purchased in the Fall of 2021. Marter explained the intention is to produce renewable natural gas.

Steven Wilkinson, representative for Rev LNG, presented the members with a photo presentation outlining the RNG injection project. He explained that the program does not supply heat to homes or businesses, it supplies compressed natural gas to the transportation and vehicle market.

Wilkinson explained the environmental and societal benefits. He also shared a map of injection tap locations located within Mid-Michigan.

Marter and Wilkinson indicated that the waste stays at the farm, and is used as a spread fertilizer just as it is today, minus the methane. All farms have State permits and the farm is responsible for the waste so it cannot leave the site unless it is permitted.

Gorenflo provided input regarding the special use/site plan application from McKenna's memo dated February 14, 2022.

Gorenflo supports approval of the site plan dated February 11, 2022 subject to the following:

1. Compliance with all comments provided by the Township Planning Commission
2. Compliance with all comments provided by the Township Engineer
3. Compliance with all comments provided by the Township Fire Marshall
4. Compliance with all comments provided by the County Drain Commission
5. Compliance with all comments provided by any other regulatory body (OSHA, Bay County Road Commission)

Wheeler provided input regarding special use/site plan application from Kibbe memo date February 23, 2022. Wheeler review parking, storm water management, screening, photometric plan and the drive approach.

Discussion continued.

**Motion** by Meier, supported by Walsh to approve the expansion of the for Rev LNG.special use, based on the recommendations from the Bay County Road Commission. Also the recommendations from the Fire Department, Planner and Engineer letters dated February 23, 2022, February 14, 2022 and February 23, 2022 and all conditions shall be met before final site plan approval.

### **Roll call vote:**

**Yes: Bellow, Rosenbrock, Campbell, Walsh, Meier, Shabluk**

No: None

Absent: Schweitzer

**Motion carried**

**Public Hearing**

09-100-012-100-050-00

3868 2 Mile Road

Michael Samborn

**Rezoning**

Bellor commented on a letter that was addressed to Planning Commission from a resident at 3824-Two Mile, with concern that rezoning was for a party store.

Mike Samborn addressed the members and explained his intention for his rezoning request. Project plan is to build a storage facility. He explained that he has no intention of building a party store.

Several residents in attendance asked questions about the planned storage facility.

Gorenflo explained that this is a public hearing for rezoning, not for a site plan. If the rezoning is approved, a site plan would be the next step.

Samborn told the members that it is intended to have the facility operated remotely.

Gorenflo reviewed his memo from February 3, 2022. It is recommended the Planning Commission approve the proposed rezoning from R3 to C, Commercial and send it to the Township Board for final approval.

Wheeler reviewed his memo from February 23, 2022. Comments included: current zoning of the parcel, surrounding zoning classifications, and the Township's Master Plan. Based on the review, zoning change is supported.

**Motion** by Campbell, supported by Rosenbrock, that the rezoning request for 3868 Two Mile, be sent to the Board of Trustees for approval from R3 Medium Density Multiple Family Residential to C, Commercial.

**Roll call vote:**

**Yes: Rosenbrock, Campbell, Walsh, Meier, Shabluk, Bellor**

No: None

Absent: Schweitzer

**Motion carried**

**Site Plan Review**

09-100-K10-002-008-00

102 W. Grove Street

Tim Williams

Williams explained his vision for the project and reviewed his revised site plan.

Williams has four (4) tenants that want to move into the building.

Gorenflo, summarized his memo dated February 22, 2022. The original site plan and the revised site plan has change dramatically. Gorenflo reviewed 13 recommendations and suggested to table the consideration until each of the outstanding items have been addressed.

Wheeler reviewed his memo dated February 22, 2022. The memo pointed to six (6) areas of concern: gravel/asphalt drive, paving on-site, off-street parking, deferred parking, driveway to the southwest and the second-floor plan. Wheeler recommended that a new plan be revised and submitted. Approval was not recommended at this time.

Both Gorenflo and Wheeler told Williams that the Planning Commission, per the Ordinance, could reduce the parking requirement up to 50% of the required number, based on the review of a parking study.

Gorenflo did the parking study and calculated a need of 49 parking spaces.

Williams site plan indicated 25 parking spaces which is slightly more than 50%.

Gorenflo said all 25 parking spaces would have to be utilized and would not be able to be deferred.

Discussion among the members continued regarding parking.

Campbell agrees that a reduced amount of parking spaces would work for this particular site, due to the area. Campbell also stated he is concerned of several hanging issues that have to be addressed before final approval could occur.

Bellor agreed that original amount of parking spaces could be reduced.

Sheppard told Williams, he has a wonderful product, wonderful location, wonderful customer base, but it does not have enough parking to satisfy the demand and pay all three or four tenants enough money to stay in business.

Discussion continued on parking.

**Motion** by Walsh supported by Rosenbrock, to approve a temporary parking reduction by 50% from 49 parking spaces that are required per submitted site plan dated February 11, 2022, to 25 parking spaces at 102 W. Grove, to allow the applicant to meet the rest of the conditions of the Planner and Engineer, memos dated February 22, 2022

**Roll call vote:**

**Yes: Campbell, Walsh, Meier, Shabluk, Bellor, Rosenbrock,**

No: None

Absent: Schweitzer

**Motion carried**

**Motion** by Bellow, supported Walsh to table the site plan review of 102 W. Grove Street until applicant resubmits site plan and each of the outstanding items have been addressed from the Planner and Engineer, from memos dated February 22, 2022.

**Roll call vote:**

**Yes: Walsh, Meier, Shabluk, Bellow, Rosenbrock, Campbell**

No: None

Absent: Schweitzer

**Motion carried**

**REPORTS**

Ordinance 67 Chapter 15: Signs

Proposed amendments

McKenna-February 24, 2022

Gorenflo and Raphael Kasen-MCRP-McKenna, reviewed proposed revisions for Ordinance Chapter 15.

Decision was made among the members to review the suggested revisions and finalize the changes at the April 5, 2022 Planning Commission meeting so it can be sent to the Board of Trustees for approval after public hearing.

Sheppard suggested to have a special meeting to discuss all the amendments to Ordinance 67.

The Planning Commission rejected this idea.

**Communications**

**Shabluk acknowledged receipt of Communications.**

**Motion by Bellow supported by Walsh to adjourn.**

**Motion carried.**

Meeting was adjourned at 9:33 p.m.

Respectfully submitted,

Amy Shabluk  
Acting Secretary  
AS/djp