

CHARTER TOWNSHIP OF MONITOR
PLANNING COMMISSION MEETING
AUGUST 9, 2022

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

The Pledge of Allegiance of the United States of America was recited by all present.

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

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

**Motion by Schweitzer, seconded by Shabluk to approve the minutes of the regular meeting
July 5, 2022.
Motion unanimously carried**

Public Input

Chairman Bellor opened comment at 7:03 pm.

Resident addressed the commission regarding setbacks, accessory building table. He said the tables do not match.

Littman responded that the correct table will be discussed tonight.

Sheppard provided comment and clarification.

Elaine Kochany, resident asked the commission who set up the public hearing the Planning Commission or the Township Board?

Bellor responded that the mailing was sent by the Board and the Planning Commission to inform the public what the proposed changes are to Ordinance 67.

A resident questioned who the cards were mailed to. He also explained the size of his existing accessory building in relation to the table proposed.

Sheppard responded.

Littman also provided comment regarding the building table.

Resident questioned condition #8 Pool House footnote on the building table and that this could cause problems going forward. He suggested restricting the size or eliminating this item all together.

Sheppard responded.

Joy Krueger, resident thanked the Planning Commission for all the work that has been done to revise the ordinance. She addressed the 600 square foot building on the building table and asked that any larger buildings would not be allowed on smaller lots, and/or closer to the property line. Reason of the ordinance is to protect neighbor from neighbor and allow for adequate fire protection and undue stress on neighbors.

Jeff Sargeson, resident questioned the commission who paid for the mailing of the postcard?

Bellor commented that the Board paid for the expenses associated with the postcard.

Sheppard also commented.

Resident addressed the commission regarding timing of getting the proposed amendments approved.

Sheppard stated it may be November.

Unfinished Business:
Ordinance Amendment Review

Accessory Buildings
Fence Amendments
Yard Definitions
Yard Requirements
Sign Amendments
Storage Containers

Fence Amendments

Sheppard provided a review of proposed changes to the fence ordinance.
No questions or comments from the public.

Yard Definitions/Yard Requirements

Sheppard provided a review of the proposed changes to yard definitions/requirements.
No questions or comments from the public.

Sign Amendments

Littman provided a review of the proposed changes.

Gary Banks, resident addressed the commission regarding electronic signs, especially those at road level and the lamination/light level.

Bellor responded that this is addressed in the amendment.

Littman responded.

Dave DeGrow, Building Inspector questioned who will monitor the light levels and how will it be monitored?

Harold Miller commented on the importance of signs to the success of businesses. Shabluk asked Littman to give additional information regarding the proposed changes.

Littman responded and Sheppard also provided comment.

DeGrow commented on electronic signs and the ability to change messages.

Elaine Kochany, resident commented on the rezoning of the Township Office. She is concerned about how frequent the sign copy at the Township Hall will change.

In C & I districts, it is proposed that sign copy will change not more than every five (5) seconds.

Motion by Rosenbrock, supported by Shabluk to allow message to change every two (2) minutes in AG & R districts.

Roll call vote:

Yes: Bellow, Schweitzer, Campbell, Rosenbrock, Shabluk

No: none

Absent: Walsh, Meier

Motion carried

Nickie Ross, resident asked for clarification on sign changes allowed.

Sheppard responded.

Sargeson, resident thanked the commission for all the work that went into the proposed changes.

Storage Containers

Bellow provided comment regarding storage containers in the township.

Sheppard suggested tabling the discussion on storage containers to allow the planner time to review this and provide a recommendation.

Motion by Shabluk, supported by Bellow to table storage container discussion until next Planning Commission meeting and move accessory buildings amendment review to the end of this meeting.

Roll call vote:

Yes: Bellow, Schweitzer, Campbell, Rosenbrock, Shabluk

No: none

Absent: Walsh, Meier

Motion carried

Items for Consideration

Site Plan Review

09-100-012-400-050-00

3868 Two Mile

DACO

Mike Samborn

Mike Samborn commented on the additional information requested by the Planning Commission.

Sheppard raised the issue with the email from the Bay County Drain Commissioners office regarding the need for a recorded easement for the storm water outlet before approval is given.

Discussion ensued.

Littman provided comment on his review of the request from the memo dated July 29, 2022.

Wheeler provided comment on his review. All documentation has been submitted and recommends approval.

Motion by Rosenbrock, supported by Schweitzer to approve the site plan contingent on the compliance with the Drain Commission receiving a copy of the recorded easement before any building permits are authorized.

Roll call vote:

Yes: Schweitzer, Campbell, Rosenbrock, Shabluk, Bellor

No: none

Absent: Walsh, Meier

Motion carried

Final Site Plan Review

09-100-011-400-030-00

3900 S. 3 Mile

Rev LNG, LLC-Steve Wilkinson

Steve Wilkinson, representative from REV LNG, commented on the request.

Sheppard spoke of the new application for additional site plan review and special use permit applications that were submitted.

Wilkinson explained that it is a separate issue.

Wheeler reviewed the updated plan. Based on the items being satisfactorily addressed and approvals from other departments and agencies involved, from his memo dated August 2, 2022, approval of the proposed development is recommended.

Motion by Bellor, supported by Campbell to approve the site plan contingent on satisfying all the recommendations from the Bay County Road Commission, Bay County Drain Commission, Monitor Township Fire Department, Planner and Engineer letters dated February 14, 2022 and August 2, 2022 before building permits are authorized.

Roll call vote:

Yes: Schweitzer, Campbell, Rosenbrock, Shabluk, Bellor

No: none

Absent: Walsh, Meier

Motion carried

CONSIDERATIONS

Public Hearing

Special Use/Site Plan Review

Childcare

09-100-R05-000-027-00

2816 Security Lane

Rose Staudacher

Rose Staudacher addressed the Planning Commission regarding her desire to have a childcare facility in her home, up to 12 children.

Bellor questioned the number of children allowed per the ordinance.

Sheppard responded. He explained, if this home meets all the conditions and received license from the State of Michigan, the Township must grant special use.

Discussion continued among the members.

Motion Schweitzer, supported by Shabluk to approve special use/site plan contingent on compliance with all State requirements and conditions and obtaining licensure.

Roll call vote:

Yes: Campbell, Rosenbrock, Shabluk, Bellor, Schweitzer

No: none

Absent: Walsh, Meier

Motion carried

Public Hearing

Special Use/Site Plan Review

Childcare

09-100-H15-000-006-00

09-100-H15-000-005-00

5425 Hilltop

Margaret Vink

Margaret Vink addressed the commission for her desire to have a childcare facility in her home, with up to 12 children. She commented on statements made by area residents who are opposed to this.

Wheeler commented on parking requirements.

Vink responded.

Bellor commented on a registered sex offender in close proximity to the home.

Vink responded.

Resident commented that Vink just purchase the house and is now asking for special permit.

Vink said, “Yes I did”

Wayne Courier, resident commented about the amount of change that was discussed tonight and his support for Vink having a group home/daycare in her home.

A resident commented that the main concern is the size of the neighborhood in relation to what Vink is trying to do. He explained the challenges with traffic attempting to get onto Salzburg, and that is a small neighborhood and feels if approved this could reduce the value of homes in the neighborhood.

Vink responded to comment about traffic, explaining that this is not a commercial business.

Wheeler asked about the number of employees.

Vink said, “One”

Resident commented about traffic concern comments and feels some objections are unreasonable.

Schweitzer read letters submitted from residents in the area opposing this project.

Another resident expressed concerns regarding the traffic and hazards to residents who walk in the area.

Vink responded to the comments made. She told the commission if her request is denied, she still intends to hold a daycare for six children.

A resident addressed the commission and told they there was no difference between Vink's request and the one approved earlier tonight.

DeGrow questioned the State law regarding adult or childcare facilities in residential areas and conditions that could be applied by the Planning Commission.

Sheppard responded.

Wheeler commented that parking at the location can be regulated and Vink will need to add two (2) feet to the width of her driveway.

Motion by Bellor, supported by Shabluk to approve special use/site plan review subject to compliance with the parking requirements being met before frost sets in (November 15, 2022)

Roll call vote:

Yes: Campbell, Rosenbrock, Shabluk, Bellor, Schweitzer

No: none

Absent: Walsh, Meier

Motion carried

Site Plan Review

09-100-037-200-750-00

1300 S. Euclid

Euclid Veterinary Clinic/Bosch Architecture-Theresa Spurr/Seth Baar

Seth Baar addressed the commission regarding the proposed new Vet Clinic.

Bellor questioned why this project wasn't started a year ago.

Baar responded this was due to various factors, include budgeting.

Littman questioned lighting specifications and parking space requirements.

Baar responded.

Wheeler stated all questions were responded to except for Bay County Drain Commission approval.

Sheppard asked Littman and Wheeler about the potential boutique boarding and requirements of that facility.

It was suggested by Sheppard to remove anything regarding boutique boarding off the plans at this time.

Motion by Shabluk, supported by Schweitzer to approve the site plan on the condition on Bay County Road Commission, Bay County Drain Commission, state highway compliance and approval and the removal of the boutique boarding facility from the building plans. Also to complete all of the recommendations of the Engineer and Planner from letters dated August 2 & 3, 2022.

Roll call vote:

Yes: Shabluk, Bellor, Schweitzer, Campbell, Rosenbrock

No: none

Absent: Walsh, Meier

Motion carried

Site Plan Review

09-100-T02-000-009-00

1566 Tech Drive

Monarch Welding/D&M Sites, Inc.

D&M Sites addressed the commission regarding the request for a gravel staging area.

Littman questioned if there is planned screening from public view.

D&M Sites said, “No”

Wheeler questioned the location of the gate. He explained that it may be appropriate to place signage in the area.

Sheppard commented on Fire Department review.

Motion by Rosenbrock, supported by Bellor to approve site plan with the condition that the Engineer (letter dated August 2, 2022) Planner (letter dated August 3, 2022) Road Commission, Drain Commission, Fire Department recommendations be completed. Also, screen requirements may be imposed in the future by the Planning Commission.

Roll call vote:

Yes: Bellor, Schweitzer, Campbell, Rosenbrock, Shabluk

No: none

Absent: Walsh, Meier

Motion carried

Accessory Building Ordinance Review Continued

Sheppard reviewed page four, accessory building table, footnote 8-Pool House.

Wheeler recommended not to exceed 200 square feet, and this would count toward maximum allowed building size for the lot.

Sheppard commented on the proposed setback on 600 square foot buildings.

Rosenbrock questioned the side wall maximum height on a one-to-two-acre lot. He suggested side wall height of 16 foot with 24-foot peak.

Sheppard addressed rear yard set backs (page 3) should read 15 feet or more at a minimum and the rear set back on two to five acres shall be 25 foot minimum or be deleted.

Members discussed a special meeting to complete the ordinance amendments. Special meeting date will be August 24, 2022 at 4pm.

Motion by Campbell supported by Schweitzer to adjourn.

Motion carried.

Meeting was adjourned at 10:14 p.m.

Respectfully submitted,

Connie Schweitzer
Secretary
CS/djp