

CHARTER TOWNSHIP OF MONITOR  
PLANNING COMMISSION MEETING  
NOVEMBER 1, 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, B. Walsh, J. Meier,  
Members absent: C. Schweitzer (excused), R. Rosenbrock (excused)  
Also present: R. Sheppard, Attorney, A. Littman, Planner, J. Wheeler, Engineer, D.  
Scherzer, Engineer

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

**Motion by Campbell, seconded by Shabluk to approve the minutes of the regular meeting  
October 4, 2022.  
Motion unanimously carried.**

**Public Input**

Chairman Bellor opened comment at 7:02 pm.

Resident questioned the consideration for the Two-Mile project. He questioned the use of self-storage.

Sheppard explained the existing non-conforming use. Self-storage would be a special use that may be granted.

Discussion continued.

Resident asked if the Ordinance amendments are ready to be approved?

Sheppard replied that the Ordinance amendments will be discussed tonight and may be approved to be sent to the Board of Trustees for review.

Public input closed at 7:12 pm

**Items for Consideration**

**Public Hearing**

09-100-036-400-055-01  
5910 S. Two Mile  
Jay Melletine  
Special Use/Site Plan

Jay Wheeler, Kibbe & Associates gave his narrative on 5910 2 Mile Road, self-storage outline. He also reviewed the exterior construction, interior construction, hours of operation, parking calculations and placement of the storage pods outside the building.

Wheeler told the commissioner that there is an eight (8) inch water main located on the property with an easement. He explained that a title search and a county search did not show the easement.

A representative from Two Men & a Truck told the commissioners of his plans for the building and his plans to expand his business.

Bellor asked if there was a knox box located at the building.

The representative replied, “yes”

Bellor asked if the individual storage pods would stay outside?

Representative replied, “yes, they are used for marketing-advertising”

Don Scherzer gave his review of the site plan. The review included a sprinkler line, connections to the existing eight (8) inch water main, Fire Chief review, sanitary sewer service, security measures and storm water. He explained to the commission that the proposed plan shows water main easement, and a copy of the easement should be provided for review and approval as listed in his memo dated September 12, 2022.

Littman recommended site plan approval on the condition that special use approval is granted and a landscape plan is submitted and complies with section 3.40 of the Ordinance, along with all of his recommendations as listed in his memo dated October 20, 2022.

Shabluk questioned the storage pods. “Will they be used for storage or marketing?”

The representatives told the commissions they will be used for marketing and they are movable and may be relocated.

The current owner of the property, explained that the current facility has water and sewer to the building. He also explained that there is not much room for a green zone between property lines.

**Motion** by Bellor, supported by Shabluk, to approve the special use permit for the expansion of the non-conforming use including additional storage structures and to allow the self-storage aspect of the application, with no more than four (4) outside storage containers be displayed and all recommendations be met from the planner’s memo dated October 20, 2022, engineer’s memo dated September 12, 2022 and fire department memo dated September 19, 2022. Also, landscaping shall be waived, security plan must be submitted and approved by the planner prior to the obtaining a building permit and site plan approval must be granted.

**Roll call vote:**

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

No: None

Absent: Schweitzer, Rosenbrock

**Motion carried**

**Motion** by Shabluk, supported by Campbell to approved the submitted site plan based on the recommendation of the planner, engineer and fire department.

**Roll call vote:**

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

No: None

Absent: Schweitzer, Rosenbrock

**Motion carried**

### **Public Hearing**

#### **Ordinance 67 Amendments**

#### **Monitor Township**

A resident asked about adding a swale to the current ordinance.

Discussion continued among the commissioners.

Sheppard review the current drain policy for subdivisions.

**Motion** by Bellor, supported by Campbell to send the ordinance amendments to the Board of Trustees for adoption.

**Roll call vote:**

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

No: None

Absent: Schweitzer, Rosenbrock

**Motion carried**

### **Public Hearing**

09-100-035-300-030-00

09-100-035-300-020-00

2215 E. Hotchkiss & 2217 E. Hotchkiss

Special Use-Land Division

Littman gave his review. 2215 E. Hotchkiss is non-conforming lot, as well as 2217 E. Hotchkiss. 2215 is non-conforming because it does not meet the minimum lot area and frontage requirements for residential homes in the AG Zoning District with water only. 2217 is non-conforming because it does not meet the accessory building standards of Section 3.27, as explained in his review dated September 25, 2022. Base on requirements of Section 3.27 and 3.47 of the Zoning Ordinance, we recommend that the Planning Commission deny the applicants request for special land use.

Sheppard said the farm property was severed from the homestead years before the current ordinance section 3.47 was adopted. The land division act did not take effect until March 31, 1997, he explained that the criteria for this land division is based upon land division statute adopted by the State that replaced what used to be subdivision statute.

Sheppard went on to explain that because both houses lawfully existed in 1997, special use can be approved to allow configuration the way they should have been split had the ordinance existed when they severed the farm field from the houses.

Tim Neumeyer, owner, answered questions from the commission.

Discussion continued among the members.

Sheppard asked if both parcels are on septic.

Neumeyer replied, "yes"

Sheppard told the commissioners that 2215 will have a difficult time replacing the septic tank field due to the narrowness of the lot.

**Motion** by Shabluk, supported by Meier to approve the special use permit application to allow division of a portion of the parcel known as 2215 E. Hotchkiss to be combined with parcel 2217 E. Hotchkiss as a lot enhancement in a much, as section 3.47 of Ordinance 67 has been met, and in fact that all of this problem was created long before the zoning ordinance existed allowing division of agricultural buildings from agricultural parcels.

**Roll call vote:**

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

No: None

Absent: Schweitzer, Rosenbrock

**Motion carried**

**Motion** to amend previous motion to include deed restrictions on both parcels, 2215 E. Hotchkiss & 2217 E. Hotchkiss that must be filed with the Bay County Register of Deeds.

**Roll call vote:**

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

No: None

Absent: Schweitzer, Rosenbrock

**Motion carried**

**Set Public Hearing**

09-100-011-400-030-00

3900 S. 3 Mile

REV LNG LLC

Special Use/Site Plan Review

Bellor acknowledge the ordinance interpretation from the Zoning Board of Appeals regarding the application, which was required from the Planning Commission

Sheppard added that all safety issues would have to be approved by the Planning Commission if permit is granted.

**Motion** Bellor, supported by Shabluk to schedule public hearing for December 6, 2022 Planning Commission meeting.

**Motion unanimously carried.**

Bellor asked the commissioners to consider adding “barbed wire” to be included in the ordinance due to recent thefts at self-storage facilities within Monitor Township.

**Motion** by Bellor supported by Campbell to adjourn.

**Motion carried.**

Meeting was adjourned at 8:31 p.m.

Respectfully submitted,

Diane J. Peters  
Acting Secretary  
DJS/djp