

CHARTER TOWNSHIP OF MONITOR
REGULAR PLANNING COMMISSION MEETING
April 4, 2023

The meeting was called to order by Chairman Bellor at 7:00 p.m.

The Pledge of Allegiance was recited.

Members present: Bellor, Shabluk, Schweitzer, Campbell, Meier, Rosenbrock, Walsh
Members absent: None
Also present: R. Sheppard, Planning Attorney; A. Littman, Planner, D. DeGrow, Building Official. See Public Sign-In Sheet

Motion by Schweitzer seconded by Rosenbrock to adopt the agenda as presented.

Motion carried.

Motion by Meier seconded by Rosenbrock to approve the minutes of the February 7, 2023 regular meeting as presented.

Motion carried.

Public Input

Chairman Bellor opened public comment at 7:01 p.m.

An individual addressed the Planning Commission regarding the Kawkawlin Party Store zoning and signage limitations. They are looking to purchase additional signage, but are restricted by zoning.

Sheppard responded regarding current zoning of the property, what is allowed and what options there are.

Public input closed at 7:06 p.m.

Items for Consideration

Special Use/Site Plan Review – Menards

Real Estate Representative for Menards addressed the PC regarding their project to add self-storage units to the Wilder Road property. The consideration also involved relocating the yard gate.

Rosenbrock mentioned that this area is in a flood plain;

Rep responded that they are aware of this.

Meier questioned fire truck access, ability to override security gates for access, etc;

Rep responded.

Bellor commented on water requirements for fire suppression/hydrants.

Sheppard commented on large vehicles/trucks accessing the storage area and if enough space is available to accommodate these.

Bellor mentioned snow storage area within parking lot;
Rep responded.

Littman provided input regarding the request, Special Land Use Review and Site Plan Review memo dated March 24, 2023. Recommendations are outlined on last page.

Sheppard commented regarding the need for Drain Commission review and approval.

Motion by Bellor, supported by Meier to approve the Special Use contingent on meeting all written recommendations provided by Planner, Engineer.

Roll call vote:

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

No: None

Absent: None

Motion carried

Motion by Meier, supported by Schweitzer to approve Site Plan, contingent on meeting all written recommendations provided by Planner, Engineer, Fire Department.

Roll call vote:

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

No: None

Absent: None

Motion carried

Special Use/Site Plan Review – AEY Capital: No representative from AEY Capital was present to discuss the installation of a degasser unit at or near the front entrance of the facility.

Bellor motioned, supported by Schweitzer to table this until next month.

Roll call vote:

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

No: None

Absent: None

Motion carried

Reports

DeGrow, Building Official addressed the PC regarding language changes to the Zoning Ordinance as outlined in materials presented to the group. Each recommendation was reviewed and discussed among the group with input from Sheppard.

Section 2.22 – Remove sentence “At the direction of...”. In the last sentence, remove “interchangeably”.

Section 2.106 – Remove “interchangeably” in last sentence.

Section 3.11 – Add “two or three”, remove “both” and replace with “all”.

Section 3.20 – Site Plan Review. Are 14 copies required? Change to 5 full and 9 reduced copies.

#12 (Page 3-10) – Is floor plan required? Per discussion, it is recommended we keep this language. Remove “If available” add “shall be filed” at the end.

#10 (Page 3-14) – leave as is

Section 3.27 – Change Building Official to Zoning Administrator in (a)

Table (Page 3-21) - #8 – Change Building Official to Zoning Administrator.

Section 3.33 – Change from Building Official to Zoning Administrator

Page 3-34 top of page, add/change “shall be enforced by the Monitor Township Fire Chief or designee”

Section 3.39 – Remove Building Inspector, Supervisor

Section 3.35 – Change from Building Official to Zoning Administrator

Section 3.37 – Remove Monitor Township Uniform Building Code and change to Michigan Residential Code. Change Building Inspector to Building Official.

Page 3-33 (c) Omit section as outlined. Enclosure – Shall be in accordance with all adopted codes of the Township and State of Michigan. (d) Omit as outlined; add “Shall be in accordance with all adopted codes of the Township and State of Michigan.

Page 3-31 (6) Add “and Zoning Administrator”

Page 3-43 Remove Building Official, replace with Zoning Administrator

Page 3-50 (l) Should read “The Building Official/Zoning Administrator”

Page 3-56 (10) Eliminate Inspector and change to Official as identified

Page 3-89 6. Leave as is, no change

Page 3-93 18. No change

Page 10-8 (b) No change

Page 11-4 b) No change

Section 12-04 – Change Building Inspector to Building Official as identified (a) and (b)

Page 12-3 (c) Change from Building Inspector to Building Official.

Section 14.17 (a) and (b) Change all Building Inspector to Building Official

Page 15-3 Top of page Change Building Inspector to Zoning Administrator; last sentence from Building Inspector to Building Official. (6) Change from Building Official to Zoning Administrator.

Section 15.04 (c) Change from Building Inspector to Zoning Administrator.

Section 15.05 (a) Change from Building Inspector to Zoning Administrator

Section 17.02 Add (d) Shall be licensed in accordance with State regulations.

Section 17.13 No changes

Section 20.01 (a) Change Building Inspector to Zoning Administrator.

Communications

**Motion by Schweitzer supported by Shabluk to accept Communications.
Motion carried.**

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

Meeting was adjourned at 8:59 p.m.

Respectfully submitted,

Connie J. Schweitzer
Secretary

CJS/djp

ATTACHMENT – MENARDS INC. CONTIGENCIES FOR APPROVAL

Grant Special Use approval subject to the following conditions:

1. The directed ingress and egress shall be from a paved public road with driveway dimensions that permit safe access by a twenty-eight (28) foot moving truck.
2. Furnishes the Planning Commission with a photometric plan showing lighting that provides adequate security on the site.
3. A more complete description of the security measures including types and number of cameras that will be installed upon this site.
4. Elevation drawings of the outdoor self-storage units.
5. Landscaping and/or fencing is installed to provide adequate screening from Monitor Road.
6. Driving lanes between storage units indicating traffic flow direction are added and striping for the required parking spaces.
7. Approval letter from Drain Commission.

Site Plan approval subject to the following conditions:

1. Granting of Special Land Use approval for a self-storage facility without distribution.
2. The addition of striping for the parking spaces.
3. The addition of traffic lanes, loading areas in front of storage units, and pedestrian walkways.
4. Landscaping and/or fencing to provide screening from Monitor Road.
5. Approval letter from Drain Commission.