

**Charter Township of Bangor
PLANNING COMMISSION
MINUTES OF JUNE 22, 2016 MEETING**

A regular meeting of the Charter Township of Bangor Planning Commission was held on the 22nd day of June, 2016 in the Township Administration Building of Bangor Township, 180 State Park Drive, Bay City, Michigan, pursuant to notice of said meeting.

MEMBERS PRESENT: Dick Bishop, Ed Davis, Ed LaPlant, Bill Schubert

MEMBERS ABSENT: Erick Krenz, Mike Nielsen, Mark Norton

At 6:00 p.m., Mr. Schubert called the meeting to order. The Pledge of Allegiance was recited.

The first item on the agenda was approval of the May 25, 2016 regular meeting minutes. *Mr. Bishop moved to approve the minutes as presented. Mr. Davis seconded the motion. Four (4) ayes, no (0) nays. The motion passed.*

Mr. Nielsen entered the meeting at 6:02 p.m.

The next item was a request for Special Exception Use Permit/Site Plan approval from Jason Dore for property at 3995 N. Oakbrook (0901003240035500) specifically for campground, 6.03M.

Mr. Norton entered the meeting at 6:03 p.m.

Steve Coppler represented the request. He explained they began the process for approval last year. The Zoning Board of Appeals granted them variances for setbacks and site size. He asked that this final plan be approved.

Lonnie Higgins of 415 State Park Drive spoke in favor of the request. This will help the economy

There was no one in the audience against the request.

The Bay County Department of Water and Sewer wrote the DWS takes no exception to the site plan. They have met with the developer on the existing utilities on the site.

The Fire Marshal requires three fire hydrants.

Jim Lillo from the Bay County Road Commission wrote they have no comment or objection to the petition at this time. This development is still in the preliminary stage and if pursued, the BCRC will require a site plan that includes a commercial driveway designed to BCRC standards.

William Maul of 213 Oakdale was against the request.

The Drain Commissioner had no comment.

Mr. Coppler stated he had a letter from the Fire Marshal stating on-site hydrants were not required. He did not have a copy with him but would forward the Commission a copy.

Mr. LaPlant stated the Zoning Board of Appeals did grant the setback variance but let them know screening may be required.

Mr. Coppler stated there is some existing fence that will need to be replaced. There is also a 6' fence around the undeveloped portion that won't be changed. Mr. LaPlant had concerns with the south property line. Mr. Coppler stated a portion is wooded but he would like direction on screening in that area.

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Mr. Bishop asked if the Road Commission approved the plan. Mr. Coppler explained the engineer negotiated with the Road Commission. The plan shows what was agreed upon.

Mr. Nielsen asked if the easement along Revilo was recorded. Yes, it is a recorded easement. Mr. LaPlant asked if there would be vehicle traffic on the easement. Mr. Coppler explained there would only be access off of State Park Drive. Mr. Davis asked if all the fire hydrants were accessible. Yes, all hydrants are accessible.

Mr. Nielsen pointed out only one garbage receptacle was shown. Mr. Coppler explained it was the general location. He didn't know what size the receptacle would be. It will be screened.

Mr. Norton asked about the drive off of State Park Drive and if the properties would be combined. Mr. Coppler stated they did not plan on joining the properties. A discussion took place on having a driveway on a different parcel.

Plumbing approval was discussed. Mr. Coppler stated they completed a pressure test of water mains. They still need to sample and test of the water quality. The sewer system also will be flow-tested.

Mr. Norton asked if improvements would be made to the road. No big changes would be made to the roadway except filling in low spots.

More discussion took place on the easement to Revilo. Mr. Schubert would like safeguards to stop vehicle use. It was proposed to add a gate. Mr. Davis commented the fire hydrant was a long way away. Mr. Bishop added the Fire Marshal did not require on-site hydrants. The Fire Marshal's message to Ms. Potts was he would "like" to have them.

Mr. Nielsen asked about lighting. Mr. Coppler stated they don't have anything definite. He believes 4' LED lights may be placed on the corners of the roadway. No overhead lighting would be added.

Mr. Nielsen inquired if there would be an office. Mr. Coppler stated there would be an RV on lot #42 used as an office then later referred to it as an office trailer.

Discussion took place on drainage and the location of catch basins.

Mr. Schubert asked if the entire site would be fenced in. Mr. Coppler stated only certain areas. The undeveloped area has fencing. There will be a gate at the entrance. It will be landscaped and will look nice.

Mr. Nielsen asked if trailers or RV's will be stored on site in the off season. Mr. Coppler stated not at this time.

Mr. Schubert asked about amenities. Mr. Coppler stated there would be no building, bath house, or bathroom. There will be common areas. No tent camping will be allowed. All the RV's are self-contained. Mr. Coppler did not know if each site will have a fire pit. He added if there is, the Fire Marshal told them they would need to be at least 25' from any structure and according to the developer, the Fire Marshal has determined that RV's are not considered structures.

Mr. Norton asked if the existing pads would be used. Yes, existing pads would be used. Mr. Nielsen asked if there was a plan in place to maintain the property. Mr. Coppler explained each site occupant would be responsible for their site. The site would be rented for an entire season. Staff would maintain all of the other areas. There may be short term RV's if there are empty sites. Mr. Coppler advised the season would run from April 1- October 31. Mr. Coppler added the utilities would be shut off at the end of the season. Mr. Nielsen asked if the RV's would have to leave at the end of the season. Mr. Coppler stated yes unless they will be in use in the off season. When they are no longer being occupied, they will be required to be removed.

Mr. Schubert clarified that no outside storage is allowed in an R-2 zoning district. The RV's cannot be stored on site. The definition of campground in Section 3.01 was read by Mr. Schubert. Mr. Nielsen referenced "Site

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Development Standards” on page 17-22 of the Township Zoning Ordinance regarding temporary residency, parking and screening.

Mr. Schubert asked about a sign. Mr. Coppler intends on using the existing sign.

Parking was discussed. Mr. Coppler stated only one vehicle will be allowed on each site. There will be an overflow parking area in the open space north of the campground. No parking along the road will be allowed.

Mr. Schubert recapped the discussions: On-site fire pits are to be determined, if fire pits are on camp site they shall be a minimum of 25’ from any structure (assuming RV’s are not considered a structure by the Fire Marshal); no buildings will be on site; the Zoning Board of Appeals granted variances to allow 0’ setbacks and 1,200 square foot camp sites; 4’ LED lights are proposed on corners of roadways; the existing sign will be utilized; an office trailer will be on lot #42 with a small sign indicating it is an office; the adjacent lot at entrance will be joined to the campground property; no RV trailers will be allowed on site during the off season unless RV’s are actively being used; no on-site storage of RV’s, trailers, vehicles, snowmobiles, etc. is allowed; the letter from the Fire Marshal stating hydrants are not required shall be submitted; no street parking is allowed; the easement fronting Revilo shall be gated and it shall be coordinated with the Fire Department for access; the dumpster will be properly sized for campground and enclosed; no tent camping allowed; the entrance will be landscaped; a 6’ wood privacy fence (not chain link) shall be placed along the south property line from the southeast corner running west to the school’s west property line (approximately 397’) and a 6’ fence on the east from the southeast corner running north to the north property line of parcel 01003240037000 (approximately 350’).

Mr. Schubert moved to approve the request for Special Exception Use Permit/Site Plan approval from Jason Dore for property at 3995 N. Oakbrook (0901003240035500) specifically for campground, 6.03M with the following stipulations: On-site fire pits are to be determined, if fire pits are on camp site they shall be a minimum of 25’ from any structure (assuming RV’s are not considered a structure by the Fire Marshal); no buildings will be on site; the Zoning Board of Appeals granted variances to allow 0’ setbacks and 1,200 square foot camp sites; 4’ LED lights are proposed on corners of roadways; the existing sign will be utilized; an office trailer will be on lot #42 with a small sign indicating it is an office; the adjacent lot at entrance will be joined to the campground property; no RV or trailers will be allowed on site during the off season unless RV’s are actively being used; no on-site storage of RV’s, trailers, vehicles, snowmobiles, etc. is allowed; the letter from the Fire Marshal stating hydrants are not required shall be submitted; no street parking is allowed; the easement fronting Revilo shall be gated and it shall be coordinated with the Fire Department for access; the dumpster will be properly sized for campground and enclosed; no tent camping allowed; the entrance will be landscaped; a 6’ wood privacy fence (not chain link) shall be placed along the south property line from the southeast corner running west to the school’s west property line (approximately 397’) and on the east from the southeast corner running north to the north property line of parcel 01003240037000 (approximately 350’). Mr. Nielsen seconded the motion. Mr. LaPlant asked that the lighting be changed to “not to exceed 4’ in height”. Mr. Schubert amended his motion to have no higher than 5’ LED lights on corners of roadways. Mr. Nielsen accepted the amendment. Six (6) ayes, no (0) nays. The motion passed.

The next item on the agenda was a request for site plan approval from Morton Street Investments for property at 3780 N. Euclid (0901000740001000).

Dale Bash represented the request. He stated the site plan has been updated as requested. He was granted variances by the Zoning Board of Appeals. No change to the footprint was made.

The Bay County Department of Water and Sewer wrote the DWS takes no exception to the proposed site plan.

The Fire Marshal had no comment.

Jim Lillo from the Bay County Road Commission wrote this is under MDOT jurisdiction.

MDOT wrote the drive on M247 needs to be defined. A wide open 238’ entrance will not be allowed. Possibly 2 drives may be allowed. Permit required.

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The Drain Commissioner had no comment.

Mr. Bash stated he was not aware of the comments from MDOT. The dumpster will be enclosed.

Mr. Bishop commented that a permit from MDOT was required.

Mr. Nielsen stated the “open driveway” label should be removed from the plan. Mr. Schubert stated the proposed use is less intrusive to the right of way. Mr. Bash added two of the three overhead doors are closed off.

Mr. Norton stated all parking spaces need to be 10’x20’ and labeled. Mr. Nielsen added there are formulas to calculate how many parking spaces are required. Seven spaces are shown. Mr. Norton stated the handicap parking space needs to be labeled. Mr. Nielsen stated he believed 20 parking spaces are required. They needed to be identified on the site plan but did not need to be striped on the lot.

Mr. Bash stated no signs would be out by the road but he would like an awning over the door.

Mr. Schubert stated the site plan needed to have: parking labeled including the handicap parking location; “open driveway” eliminated; awning location; eliminate north stone drive; show two doors are blocked off. A revised plan shall be submitted to the building department.

Mr. Schubert moved to approve the request for site plan approval from Morton Street Investments for property at 3780 N. Euclid (0901000740001000) with the following stipulations: parking labeled including the handicap parking location; “open driveway” eliminated on plan, designate awning location shown; eliminate north stone drive; show two doors are blocked off. A revised plan shall be submitted to the building department. MDOT approval is required. Mr. Bishop seconded the motion. Six (6) ayes, no (0) nays. The motion passed.

The next item on the agenda was a request for site plan approval from Hungry Howie’s Properties for property at 502 S. Euclid (09010W1500200600).

Mr. Leger stated updated drawings were submitted. He received ZBA approval for the size of the lot. Setback variances were not required.

The Bay County Department of Water and Sewer wrote the DWS takes no exception to the site plan. DWS has water shut off located towards SE corner of lot.

The Fire Marshal had no comment.

Jim Lillo from the Bay County Road Commission wrote this is under MDOT jurisdiction.

MDOT wrote the sidewalk needs to be moved to the right of way. All decorative stone within MDOT right of way needs to be removed and replaced with topsoil, seed/sod. Permit required.

The Drain Commissioner had no comment.

Mr. Schubert agreed with MDOT comments regarding the location of sidewalks. He suggested moving the sidewalk towards the property line and to line up with the ramp.

Mr. Leger stated he plans to clean up the trees. He did not know who owns the fence. Walter Krystyniak stated his father owns the fence. He added his father and son own adjacent properties.

Mr. Leger advised the dumpster is to be enclosed. He would be willing to help with replacing the fence. Mr. Krystyniak would like a wall installed. He presented pictures of the fence and overgrown trees. Mr. Leger stated he will clean up the trees but he was not in favor of installing a wall.

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Discussion took place on the trees.

Mr. Norton moved to approve the request for site plan approval from Hungry Howie's Properties for property at 502 S. Euclid (09010W1500200600) with the following stipulations: sidewalk shall be moved into the right of way off the curb and line up with the ramp on Euclid/Thomas and the trees by the dumpster will be cleaned up. Mr. LaPlant seconded the motion. Mr. Nielsen added MDOT requirements must be met. The amendment was accepted. Six (6) ayes, no (0) nays. The motion passed.

The next item on the agenda was a request for site plan approval from Electrical Trades Building Inc. for property at 1206 W. Thomas (09010W1500800400).

Dave Arnold from Serenus Johnson represented the request. They would like to build an addition to the school.

The Bay County Department of Water and Sewer wrote the DWS takes no exception to the proposed site plan.

The Fire Marshal had no comment.

Jim Lillo from the Bay County Road Commission wrote this is under MDOT jurisdiction.

MDOT had no comment.

The Drain Commissioner had no comment.

Mr. LaPlant asked what the time frame was for building. Mr. Arnold stated they want to start as soon as possible.

Mr. Schubert stated the site plan lacks information such as drive access, parking spaces, fire hydrants, road names, setbacks. Mr. Nielsen added the site plan application lists all the items required on a site plan.

Mr. LaPlant stated a variance was given for the lot size.

Mr. Arnold stated there are two parcels with one owner. Mr. LaPlant stated a fence is shown but one does not exist.

Mr. Norton stated parking calculations should be shown and parking spaces striped. Dumpster location, fire hydrants, site access, utilities, lighting, landscaping, setbacks, and grading need to be on the plan. Mr. Nielsen stated the legal description also needs to be on the plan.

Mr. Davis moved to postpone to no later than the August 24, 2016 meeting, the request for site plan approval from Electrical Trades Building Inc. for property at 1206 W. Thomas (09010W1500800400). Mr. Norton seconded the motion. Six (6) ayes, no (0) nays. The motion passed.

The last item on the agenda was recommendation on Zoning Ordinance #300 amendment regarding fences.

Discussion took place.

Mr. LaPlant moved to recommend adoption to the Township Board for the amendment to Sections 3.01, 5.08 and 5.21 of Zoning Ordinance #300, as amended, regarding fencing. Mr. Bishop seconded the motion. Six (6) ayes, no (0) nays. The motion passed.

Mr. Nielsen moved to reopen the approval of the May 25, 2016 meeting minutes since he was not present when they were approved. Mr. Norton seconded the motion. Six (6) ayes, no (0) nays. The motion passed.

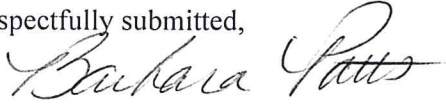
Mr. Nielsen had the following changes: Page two, 1st paragraph: Mr. Schubert stated utilities needed to be shown on the site plan, not Mr. Nielsen; Page two, 2nd paragraph, last sentence: remove lot size; Page two, 3rd paragraph:

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remove screen and landscaping. *Mr. Nielsen then moved to approve the May 25, 2016 minutes with the changes. Mr. Bishop seconded the motion. Six (6) ayes, no (0) nays. The motion passed.*

Having no other business before the Commission, Mr. Nielsen moved to adjourn. Mr. LaPlant seconded the motion. Six (6) ayes, no (0) nays. The motion passed and the meeting was adjourned at 8:13 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara Potts".

Barbara A. Potts
Planning Commission Coordinator

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