**GREEN LAKE TOWNSHIP PLANNING COMMISSION**

**Golden Fellowship Hall**

**9700 Riley Road, Interlochen, MI**

**DECEMBER 18, 2019**

**MINUTES**

1. **CALL TO ORDER**: By Chair Kopriva at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE:** Was recited.
3. **ROLL CALL OF ATTENDANCE:** Board members present were: McDonald, Mouser, Schuster, Horne, Kopriva and Marshall. Schworm was absent and excused. Also present was Alycia Reiten, Zoning Administrator and Ronda Robinson, Recording Secretary.
4. **APPROVAL OF AGENDA:** Moved by Mouser and supported by McDonald to approve the Agenda, as presented. Carried.
5. **APPROVAL OF MINUTES:** Moved by Horne and supported by Mouser to approve the Minutes of the meeting held on October 28, 2019, as written. Carried.
6. **FIRST PUBLIC COMMENT:** None.
7. **CONFLICT OF INTERETS:** None.
8. **NEW BUSINESS:**
9. PUBLIC HEARING: SUP 19-003

A Public Hearing to receive and discuss any public comment for consideration given relative to the request for the granting of a Special Use Permit and detailed site plan for five buildings to house Mini-warehouse/storage units, a related office building that also includes climate-controlled storage units and associated improvements at 7207 Scotchwood Lane, Grawn, MI. The Parcel is described as LOT 13 Grawn Commercial Subdivision. Parcel ID 28-07-330-013-00.

Bill Crain, Crain Engineering, reviewed the site plan and explained that the proposal is for six buildings; five mini storage buildings and one building with mini storage as well as two commercial offices. They plan to start on the west side and work towards the east, with completion taking three years. The commercial access will be off Scotchwood Lane on the North side of the property. The storm water retention will conform to the Green Lake Township’s requirements. Building #10 will house the development’s office and another office yet to be determined. The required parking spaces will be near building #10 including one barrier free spot. The Fire Department has approved the plan and it has been submitted to the Grand Traverse County Road Commission, the Health Department and the Soil Erosion Department. When the reviews are received, they will be submitted to the Township for permitting. As the Ordinance requires, seven trees will be planted along US-31. There is ample vegetation along Scotchwood Lane and a minimum of seven trees will be left on the property line. The East property line also has a sufficient tree line. They plan to add plantings along the two ends of Building #10 but not the two sides because of storm water stone drains. They may have to move the driveway slightly to accommodate the 50-foot setback. The adjacent lot is also owned by Rod West. At this time the properties will remain separate lots and at some point, during construction, the fence between the two lots will need to be removed.

The members of the Board agreed there is a lot of moving pieces to the site plan and asked for a phasing plan that included asphalting, so they can clearly understand what the process will be. Mouser asked, how do you maintain the integrity of the drainage plan over a paved surface as well as over a gravel surface? Crain said they are required to pull a soil erosion permit which requires a bond. All the basins will be included in phase one. Kopriva stated building #10 will need plantings along all four sides as it doesn’t meet any of the exceptions in the Ordinance. They need a minimum of seven trees along Scotchwood Lane. The Board needs to see elevation drawings.

Public Hearing opened to Public Comment by Chair Kopriva at 6:33 pm.

No public comment.

Public Hearing left open to Public Comment for continuation at the next Planning Commission meeting.

Motion by McDonald and second by Schuster to continue SUP 19-003 with an updated site plan at the next Planning Commission meeting. The plans need to have elevations of the buildings, a phasing plan for the buildings and gravel areas, a note about storm water retention being in the first phase, landscaping shown around building 10, the driveway situation figured out, the water source discussed with the Fire Chief, two additional trees along Scotchwood Lane and the specifics to mini storages, listed in the Ordinance, be noted on the plans. Carried.

1. ADVISORY REVIEW

SPR 19-001 A request by Susan Boyd for an informal and advisory review of a sketch plan for a proposed Veterinary clinic.

Boyd informed the Board on her plans for 2472 M-137. The proposal is to operate an affordable spay/neuter clinic at this location. No changes will need to be made to the exterior of the building or lot. She will be at the January meeting to submit a formal application. She asked to use the detailed survey as the site plan since nothing will change.

Nothing was a concern to the Board but Kopriva mentioned that some landscaping would be desirable. The survey will be adequate for the site plan requirement.

1. PUBLIC HEARING: ZOA 19-004

A Public Hearing to receive and discuss any public comment for consideration given relative to the proposed amendment to replace Article 3 Definitions, 3.1 Defined Words and Terms to add definitions as well as remove 4 General Provisions, 4.19 Required Road Frontage in its entirety.

FRONTAGE-the portion of the site abutting the street.

LOT LINE, FRONT means the boundary of a lot bordering on a street from which the front setback line is measured

Reiten reviewed the changes and explained they are just clarifying what has been happening. The Township Attorney recommends the changes. This language will protect the Township from the Ordinance being circumvented. Kopriva doesn’t really understand the need for the change.

Public Hearing opened to Public Comment by Chair Kopriva at 6:59 pm.

No public comment.

Public Hearing closed to Public Comment by Chair Kopriva at 6:59 pm.

Motion by Horne and second by Mouser to recommend to the Township Board approval of ZOA 19-004. Carried. Attachment A

1. **OLD BUSINESS**

ZOA 19-01 Amendment to Article 8 Zoning Districts, 8.6 Table of Uses to no longer allow residential uses by right in the Village Commercial District. The Board of Trustees did not act on the proposal.

McDonald shared that some members of the Township Board didn’t like the proposed Amendment. Reiten and McDonald will put together a presentation that explains the entire issue to the Township Board including the Master Plan, boundaries and the tax base. Reiten said once land turns residential it doesn’t turn back to Commercial. On $100,000 of taxable value, residential owners pay $2648 a year while commercial owners pay $4448 a year.

Motion by Mouser and support by Schuster to send this amendment back to the Township Board because as a Planning Commission they want to foster commercial development in the Mixed-Use Village Commercial Area. Carried. Attachment B.

1. **OTHER BUSINESS:** None.
2. **CORRESPONDENCE:** None.
3. **SECOND PUBLIC COMMENT:** None.
4. **DISCUSSION:** Kopriva informed the Board that tonight will be her last meeting on the Green Lake Township Planning Commission. She explained she is moving, and it will most likely be outside of Green Lake Township. The Board will miss her expertise.
5. **ADJOURNMENT:** Schworm adjourned the meeting at 7:08 pm.

WILLIAM MOUSER, SECRETARY

GREEN LAKE PLANNING COMMISSION

RONDA ROBINSON, RECORDING SECRETARY

GREEN LAKE PLANNING COMMISSION

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND /OR CORRECTION PRIOR TO THEIR ADOPTION.

Attachment A

Proposal to add definitions and remove a section of the ordinance related to road frontage in Green Lake Township Zoning Ordinance as Amended through December 2018.

ZOA 19-004 A public hearing to receive and discuss any public comment for consideration given relative to the proposed amendment to Article 3 Definitions, 3.1 Defined Words and Terms to add definitions as well as remove Article 4 General Provisions, 4.19 Required Road Frontage in its entirety.

Article 3 Definitions, 3.1 Defined Words and Terms as follows:

**FRONTAGE** **– the portion of the site abutting the street.**

**LOT LINE, FRONT** means **the boundary of a lot bordering on a street from which the front setback line is measured** (1 – 3 remain unchanged).

The ordinance does not have a definition of road frontage nor does it clearly state that a lot line is measured at the street (which is the applied rule).

A street means a dedicated or accepted public thoroughfare or a permanent, unobstructed private easement of access on a right-of-way.

~~Article 4 General Provisions, 4.19 Required Road Frontage, No resultant lot from any land division shall have road frontage or frontage on an access easement or right-of-way less than twenty five (25) feet, provided that any lot shall conform to the required lot width for the district in which it is located.~~

Article 4 General Provisions, 4.19 Required Road Frontage will contradict the minimum lot width requirements in Article 8 Zoning Districts, 8.7 Table of Uses, upon updating the definition of a lot line, front.

Attachment B

**Article 3 Definitions, 3.1 Defined Words and Terms**

The definition of an Accessory dwelling unit is a dwelling which is secondary in nature to a primary residential unit **or permitted commercial use in the Village Commercial district**. An accessory dwelling unit provides complete, independent living facilities for one or more persons, including permanent facilities for living, sleeping, eating, cooking and sanitation on the same lot as the primary residence **or as permitted within a commercial building.**

**Article 10 Conditional Uses, 10.3 Specific Requirements and Standards**

Every application for a conditional use shall be evaluated by the Planning Commission to ensure that the conditional use meets the following specific requirements and standards for such use:

A. **Accessory Dwelling Unit**

1. An accessory dwelling unit shall be accessory to a detached single-family residential unit ~~only~~ or as a part of a building with a permitted commercial use in the Village Commercial district and shall not be accessory to any multiple family or duplex unit.

2. An accessory dwelling unit shall not be sold separately from the primary unit.

3. The property owner must occupy either the primary residence or the accessory dwelling. In the case of a commercial accessory dwelling unit, the owner/operator of the business shall occupy the accessory dwelling unit.

4. No more than one accessory dwelling shall be permitted in conjunction with any single-family dwelling or commercial use.

5. The accessory dwelling unit to a detached single-family residential unit may be attached to or within the primary dwelling or incorporated into a garage. An accessory dwelling may not be detached from the primary dwelling unless incorporated into a detached garage. In the case of a commercial accessory dwelling unit, the accessory dwelling unit shall be attached to or within the commercial building or incorporated into an attached garage.

6. The accessory dwelling unit may not exceed seven hundred and fifty (750) square feet in area.

7. There shall be a minimum of one (1) and a maximum of two (2) designated off-street parking spaces for the accessory dwelling unit.

**8.6 TABLE OF USES** [amended by ZA #10-01, adopted 5/12/2014, effective 5/31/2014] [amended by ZA #18-03, adopted 3/12/2018, effective 4/2/2018]

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **DISTRICTS** | | | | | | | | | | | | |
| **USES** | **R-5** | **R-2** | **R-1** | **VR** | **LR** | **C-10** | **O** | **GC** | **C** | **VC/\*VC-M-137** | **PC** | **M** | **I** |
| **Residential Uses** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Dwelling, existing duplex |  |  |  | SU |  |  |  | SU | SU | **P/~~P~~** |  |  | SU |
| Dwelling, new duplex |  |  |  | SU |  |  |  |  |  | **P/~~P~~** |  |  | SU |
| Dwelling, multiple family |  |  |  | SU |  |  |  | SU | SU | **P/~~P~~** |  |  |  |
| Dwelling, existing single-family | P | P | P | P | P | P | P | SU | SU | **P/~~P~~** |  |  | P |
| Dwelling, new single-family | P | P | P | P | P | P | P |  |  | **P/~~P~~** |  |  | P |
|  | See Section 8.5 District Regulations for additional standards in each zoning district. | | | | | | | | | | | | |
| Bungalows | SU |  |  | SU |  | SU |  | SU |  | SU |  |  |  |
| Accessory Dwelling Unit | CU | CU | CU |  | CU | CU |  |  |  | **CU** |  |  |  |
| Home occupation | See Section 4.15 | | | | | | | | | | | | |
| Manufactured housing community |  | CU |  |  |  |  |  |  |  |  |  |  |  |
| Open Space Preservation  Development | See Article 11 | | | | | | | | | | | | |
| Residential care facility | See Section 4.16 | | | | | | | | | | | | |
| Planned Unit Development | See Article 11 | | | | | | | | | | | | |
| Tourist Cabin | SU |  |  |  |  | SU |  |  |  |  |  |  |  |
| **Public and Institutional Uses** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Civic and social organizations |  |  |  |  |  |  |  | P | P | P |  |  |  |
| Community center |  |  |  |  |  |  |  | P |  | P |  |  |  |
| Dormitories |  |  |  |  |  |  |  |  |  |  |  |  | CU |
| Emergency services |  |  |  | P |  |  |  |  | P | P | SU | P |  |
| Funeral home |  |  |  |  |  |  |  |  | P | P |  |  |  |
| Library |  |  | CU | P |  |  |  | P |  | P |  |  | P |
| Museum | SU |  |  | SU |  | SU | SU | P | SU | P |  |  | P |
| Nursing home or convalescent home | SU |  |  |  |  | SU |  | SU | SU |  |  |  |  |
| Parks and playgrounds | P | P | P | P | P | P | SU | P | P | P | P | P | P |
| Place of worship | P | P | P | P | P | P | SU | P | P | P | P | P | P |
| Public administration |  |  |  | CU |  |  |  |  | SU | P |  |  |  |
| Public assembly and performance spaces |  |  |  |  |  |  |  |  | CU | P |  |  | CU |
| Public recreation facility | SU | SU | SU |  | SU | SU |  | P | SU | P |  | P |  |
| Retirement home/assisted living |  |  |  |  |  |  |  |  | SU | SU |  |  |  |
| School | CU | CU | CU | CU | CU | CU | SU | CU | CU | P |  |  | P |
| **P=Permitted Use, CU=Conditional Use, SU = Use Permitted only after Special Land Use Approval** | | | | | | | | | | | | | |

\*Residential uses in VC not permitted immediately on M-137