

**Williams Township Planning Commission
Regular Meeting
November 5, 2007**

The Planning Commission of the Charter Township of Williams held a regular meeting on Monday November 5, 2007 at the Township Hall.

The agenda is attached Exhibit A.

I. Call to Order & Roll Call

Chairperson Steward called the meeting to order at 7:00 p.m. Present: C. Adams, D. Behmlander, J. Hurt, B. Plant, D. Putt, W. Steward, and P. Wasek.

Also Present: B. Klemish, Williams Township Zoning Administrator, J. Hammond, Township Attorney, and L. Miller, Township Planner. Others present are indicated on the sign in sheet, attached Exhibit B.

II. Pledge of Allegiance

The Pledge of Allegiance to the flag was said in unison.

III. Open to the Public

There was no public comment.

IV. New Business

Tom Gilchrist, Bay City Times news reporter, was present and tape recorded the meeting. B. Steward reminded those present that the official record of the meeting will be the approved minutes.

Snow Machines, Inc Proposed Final Development Plan

Snow Machines, Inc. has submitted a proposed final Planned Unit Development (PUD) for a 15.18 acre, C-2, General Business District zoned site at 1512 Rockwell Road. A preliminary development plan was submitted in May 2006, and discussed by the Planning Commission in both July and August, 2006. Their recommendation following the August 14, 2006 meeting was to proceed forward with PUD rezoning, subject to screening conditions and outside storage setbacks.

The latest drawing submitted by Jay Wheeler, on behalf of Snow Machines, Inc. includes additional buildings, a truck access drive, and parking areas that were not shown on the 2006 drawings. Because the drawings are significantly different from 2006, Chairperson Steward recommended that the drawing be treated as a revised preliminary development plan rather than a final development plan.

He then requested that the Memorandum from James Hammond and Larry Miller be included in the minutes as Exhibit C.

Coniferous screening is shown along the north property line from the Rockwell Road right of way line to a point about 50 feet west of the building line of the westernmost existing building. It is shown on city of Midland property and it has recently been determined that a gas main runs into the existing buildings where the proposed screening is located.

The screening location or construction of a fence was briefly discussed.

J. Hammond indicated that plantings are more compatible with a neighboring home in such close proximity to the business. The purpose of screening is to shield the neighbor's home from the parking area.

K. Brayman stated the neighbor has expressed interest in selling to Snow Machines, Inc., but there are no current plans to purchase his additional property.

It was agreed by all that the coniferous screening will need to be moved slightly to accommodate the gas main, resulting in a need to alter the parking area slightly also.

J. Wheeler indicated that one more future storage building will be shown on a revised drawing with a potential size of 80 X 200 square feet; and will be located to the rear of the 60 X 100 future storage building, currently on the plan.

Chairperson Steward would like the minimum setback for outside storage to be changed from 75 ft to 85 ft. The request was agreed to by K. Brayman and J. Wheeler.

Chairperson Steward asked that J. Wheeler show all peak and sidewall heights of future buildings on the revised plans and proposed construction materials.

J. Wheeler stated he will also show plans to locate a dry fire hydrant in close proximity to the pond.

K. Brayman stated there is a pump house that currently goes to the pond and allows 800 to 1000 psi per minute.

D. Behmlander suggested that Snow Machines Inc. may want to consider fire walls between office areas and parts and assembly areas to help with fire protection.

L Miller recommended that the Fire Chief be contacted to work out fire department approvals.

Chairperson Steward asked K. Brayman about construction plans.

J. Wheeler agreed to label the next set of plans with a sequence for construction of buildings.

J. Hammond indicated that it is more important to know the sequence of construction rather than a time frame for construction.

J. Wheeler talked briefly about the proposed drive and how it will vastly improve the traffic flow within the business. Summer is their busiest time and the drive will alleviate some of the semi truck congestion.

Chairperson Steward stated that if they ever should want to construct a sign, it should be shown on the amended plan.

K. Brayman indicated the current sign is on the side of the building.

Chair person Steward stated if a different location is shown on the plans, it only gives Snow Machines, Inc. more options in the future.

Next, setbacks were discussed for future construction of buildings along the north lot line.

J. Hammond stated it is reasonable to require more than a 5 foot setback.

L. Miller stated that many municipalities require 12- 15 feet in order to allow vehicles or emergency equipment to fit between the buildings and lot line.

Members of the Planning Commission agreed that the minimum setback for construction of future office, parts storage, and assembly shall be 12 feet from the north lot line.

L. Miller stated that the final development plan needs to show the appropriate number of parking spaces to satisfy the construction of all buildings. The number of required spaces for the storage and assembly areas will be calculated by the number of employees. Parking areas then can be phased in as the buildings are constructed.

L. Miller also asked J. Wheeler to show overall elevations for all expansions and contours of the land to ensure that the entire site will drain properly.

Discussion then followed as to when the public hearing should be held.

K. Brayman indicated that they need to construct the 60 X 100 ft storage building as soon as possible and they would like the public hearing to be conducted in December.

Commissioners other than C. Adams recommended the public hearing be conducted in January.

J. Hammond provided the publication deadlines. If the public hearing is held in December, the publication deadline is November 13th at noon for the November 15th issue of The Bay City Democrat. The Final Development Plan must be available for review by the public on the date the notice is published.

J. Wheeler stated he could have the plans re drawn and at the township clerk's office by November 15th.

Chairperson Steward referenced page 84 of the township Zoning Ordinance and reminded J. Wheeler that Section 7.08 contains all the required information that must be included on the Final Development Plan.

By unanimous consent it was agreed that the Planning Commission will once again review a revised Final Development Plan on December 3, 2007. If all suggested changes are included along with all requirements of Section of 7.08 of the Zoning Ordinance, a public hearing will be conducted on January 7, 2008.

V. Unfinished Business

A. General Development Plan Amendment Discussion

John Rapanos submitted a rezoning application for a 40 acre parcel of land he owns on the southeast corner of Flajole Road and Salzburg Road in Section 32 of the township to enable construction of a steel fabrication business. The land is currently zoned AG, Agricultural, and the request is for IND, Industrial. Since the land is designated C-2, Commercial, in the Township General Development Plan, the Planning Commission will have to amend the Plan prior to rezoning the property.

Chairperson Steward reminded members of the commission that J. Hammond provided information on the process for amending the General Development Plan and rezoning in October. The Planning Act amended by the State Legislature in 2001, altered the way General Development Plans are amended. A Plan amendment now takes about three months because all municipalities contiguous to the township, as well as the Bay County Commission must be notified, and then be given an opportunity to review and comment on the proposed changes. There are also publication requirements.

J. Rapanos provided a map of proposed parcel divisions for the 40 acre parcel, with a private road accessing the parcel from Salzburg Road.

Chairperson Steward asked Commissioners how they felt about rezoning the parcel.

All commissioners reiterated the fact that IND, Industrial District zoned property is needed in the township in order to attract future business growth.

L. Miller stated that for many years it was thought that the southwest corner of the township (south of US-10 and west of M-47) was perfect for business development due to the close proximity of M-47. If the first 330 ft (closest to Salzburg Rd) were to be zoned C-2, General Business District, and the remainder of the depth rezoned to IND, Industrial District, boundaries would be adjusted for the General Development Plan and the rezoning might be possible without amending the General Development Plan.

Chairperson Steward stated he would like to take this opportunity to rezone the entire 40 acre parcel to IND, Industrial District.

J. Rapanos stated he would also like to have a parcel adjacent to Fisher Rd and Rockwell Rd in the northwest 1/4 of Section 30 also rezoned to IND, Industrial District. It is designated R-3, Medium Density Multiple Family District in the General Development Plan. It was thought the area would be appropriate for a mobile home park but no one seems to be interested in financing mobile home parks due to the Michigan economy.

L. Miller stated that more C-2, General Business District, and IND, Industrial District, property is needed in the township, but agreed that it may be best to begin the rezoning process with the 40 acre parcel and then contemplate other areas at a later date.

A motion was made by D. Putt and seconded by B. Plant to direct the Township Planner to prepare an amendment to the General Development Plan; direct the Township Attorney to notify governmental bodies entitled to notice of the intent to amend the General Development Plan; authorize the Township Planner to submit the proposed amendment to the Township Board for review and comment; request the Township Board to authorize distribution of copies of the amendment to all entities entitled to review and comment; and authorize the Township Attorney to set up hearings on the General Development Plan amendment and rezoning request following expiration of the comment period.

7 Ayes 0 Nays Motion carried.

B. Zoning Text Amendments

J. Hammond prepared a proposed ordinance amendment in order to add “Hospice Residences” as a permitted or allowed use where single family dwellings are permitted in the township. Additional recommended changes were incorporated to become compliant with state law as far as Adult Foster Care Family Homes and Family Day Care Homes are concerned. Significant provisions include:

- Provides a definition of “Adult Foster Care Family Home”;

- Provides a definition of “Child Care Organization” which includes definitions of “Child Care Center or Day Care Center”, “Family Day Care Home” and “Group Day Care Home”;
- Provides a definition of “Hospice Residence”;
- Adds “Adult Foster Care Family Homes” as one of the permitted uses in the AG, RE, R-1, R-2, and R-3 zoned districts;
- Deletes “Child Care Centers” as one of the special uses in the AG, RE, R-1, R-2, and R-3 zoned districts;
- Adds “Hospice Residences” as one of the special uses in the AG, RE, R-1, R-2, and R-3 zoned districts; and,
- Adds a set of approval standards for “Hospice Residences”.

A motion was made by P. Wasek and seconded by J. Hurt to authorize the Township Attorney to prepare the public notice for a December 3, 2007 public hearing on the proposed ordinance text amendments.

7 Ayes 0 Nays Motion carried.

VI. Adjournment

A motion was made by D. Putt and seconded by C. Adams to adjourn the meeting at 8:50 p.m.

7 Ayes 0 Nays Motion carried.

Amy Charney
Williams Township Clerk