Elk Rapids Township Planning Commission

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The Regular Monthly Meeting of the Elk Rapids Township Planning Commission was called to order by Chairman Renee Mischel on, Tuesday, April 1, 2003, at 6:30 PM, Elk Rapids Township Hall, Corner of River & Spruce Streets, Elk Rapids, Michigan. Present: Renee Mischel, Shen Smith & Harry Potter. Absent: Don Glowicki, Jr., Jim Lundy, Tom Dame & Emile Sabty. A quorum was not established. Present: Len Harrett (Township Zoning Administrator. Also present, Carolyn Shah, Steve Scheppe, David Scheppe, Gerrie Phillips, Connie Misico, & Frank Rosengren. ***With the lack of a quorum for this meeting, all actions taken by the Planning Commission at this meeting will not be approved until the minutes of this meeting are reviewed and approved by a meeting with a quorum.***

PUBLIC HEARING: The purpose of this public hearing will be to conduct a **Site Plan Review** for applicant **David Sheppe, Sheppe Investments**, 1225 S. Airport Rd. W, Traverse City, Mi 49686, for property located at 8647 Cairn Hwy, Elk Rapids, Mi 49629. Property Tax Number – 05-06-015-023-15. Site plan is for the construction of new mini-storage facility on the existing commercial site. The site plan includes three single story buildings that consist of twelve (12) 5' x 10' units, six (6) 10' x 10' units, fourteen (14) 10' x 15' units, and thirty (30) 10' x 20' units. The hearing was opened to the public.

Public Input: Concerns were presented by adjoining property owners regarding outside lighting, and site line for ingress/egress from the proposed project. No correspondence was received on this proposal. Letter was read into the record noting Heidi Lang, Soil Erosion/Wetland Protection Officer for Antrim County, indicating that no Soil Erosion permit would be required for this project. Site Plan Memorandum supplied by Willams & Works was appended as part of the public record. As there was no additional public comments, a motion was made by Shen Smith, 2nd by Renee Mischel to close the public hearing. **MOTION CARRIED, Y-3, N-0.**

Discussion:

1. **DRIVEWAY SURFACES**: The site plan illustrates a bituminous surface on the northern portion of the site. The site plan should also illustrate the type of driving surface serving the proposed development. *Mr. Scheppe indicated willingness to provide 6" gravel for the non-paved driving areas.*

2. **EXISTING STRUCTURE ON PROPERTY**: Existing storage structure not is proposed to be included as part of the commercial mini storage facility. *Discussion indicated the existing storage structure is not part of the mini-storage project Building in question (old Sunsprout) is on a separate tax number.*

3. **RETENTION POND**: The site plan illustrates fencing and a vegetative buffer along the side yards of the development and an apparent detention pond in the front yard. The purpose of this pond (aesthetic or retention) should be noted on the site plan. *Mr. Scheppe indicated willingness to create the pond with retention functions*.

4. **ADDITIONAL LANDSCAPING**: The landscaping requirements of the Zoning Ordinance are intended to soften the visual aspects of development and help buildings blend in with the natural environment. With this type of development, the quality and quantity of landscaping is key to producing an attractive site for the community. Additional landscaping be provided in the front yard between the buildings and Carin Highway. This may include vegetation and berming. *Discussion regarding road salt damage to vegetation, and run-off problems with berming, Mr. Scheppe indicated willingness to provide additional landscaping on the corner sections of the buildings facing Cairn Highway.*

5. **SIGN & LOCATION**: The sign type and location should be illustrated on the site plan. Also suggest that vegetative landscaping surround the base of any proposed sign. *Discussion – sign location is shown on the final site plan and will be a double sided sign located 8' from the edge of the highway blacktop.*

Landscaping will be taken under advisement regarding road salt issues.

6 **LIGHTING**: In effort to protect night sky conditions and invasive light pollution, lighting plan on site be modified. This may include the reduction of proposed light fixtures or type of lighting. All lighting should be directed downward with a recessed luminary. *Mr. Scheppe indicated the final plan reflects a reduction of 60% in the lighting through a reduction from 150 watt bulbs to 60 watt bulbs and agreed to all light fixtures to be downlight equal to the top of the doors in placement. (8 ').*

7 **ADDITIONAL PERMITS**: Comments and approval from the Antrim County Drain Commissioner and Road Commission need to be provided. *Mr Scheppe indicated comments/approvals from Antrim Co. Drain Commission & Road Commission have been done and will be provided to the Planning Commission.*

8 **STRUCTURE STANDARDS**: *Mr. Scheppe indicated roof & sidewall construction will be of steel, with a roof pitch of 4:12, structure colors will be in earthtones, i.e. grey on grey.*

A motion was made by Renee Mische, 2nd by Shen Smith to approve the Site Plan for Scheppe Investments with the following additions:

1 To provide 6" gravel for the non-paved driving areas
2 Existing structure is not part of the mini-storage project.
3 To create mapped pond with retention functions.
4 To provide additional landscaping on the corner sections of the buildings facing Cairn Highway.
5 Sign will be a double-sided sign in accordance with the Township sign ordinance, located 8' from the edge of the highway blacktop.
6 Additional Landscaping will be taken under advisement regarding road salt issues.
7 Outside lightening will not exceed 60 watt bulbs, all light fixtures to be down light with location equal to the top of the doors in placement. (8 ').
8 Comments/approvals from Antrim Co. Drain Commission & Road Commission will be provided to the Planning Commission for the May/03 Planning Commission meeting.
9 Roof & sidewall construction will be of steel, with a roof pitch of 4:12, structure colors will be in earth tones, i.e. grey on grey.

MOTION CARRIED, Y-3, N-0

ENVIROMENTAL ZONE: Further review of memorandum draft was tabled to the May/03 meeting.

As there was no further business at this time, a motion was made by Renee Mischel, 2nd by Harry Potter to adjourn. MOTION CARRIED, Y-3, N-0. Meeting was adjourned at 8:30 PM.

Respectfully submitted,

Shen Smith
Secretary