Elk Rapids Township Planning Commission
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November 4, 2003

The Regular Monthly Meeting of the Elk Rapids Township Planning Commission was called to order by Chairman Mischel, at 6:30 PM on Tuesday, November 4, 2003, Elk Rapids Township Hall, Corner of Spruce & River Streets, Elk Rapids, Michigan.. Present: Renee Mischel, Emile Sabty, Don Glowicki, Jr., Shen Smith, Jim Lunday & Harry Potter. Absent: Tom Dame. A quorum was established. Also present: Len Harrett, Lukas Hill, Dave Sheppe, Norbert Rook, Pat Brady, and Jim & Connie Misico

Minutes of 10/7/2003 Meeting.: Two corrections: Harry Potter was absent at this meeting and correct "four tires" to "four wheel vehicles". A motion was made by Emile Sabty, 2nd by Jim Lundy to approve the minutes as corrected. **MOTION CARRIED: Y-6**

Sheppe Mini Storage Site Plan Modification: Mr. Dave Sheppe addressed the Planning Commission requesting a modification to his approved site plan for the removal of the fence surrounding the project. He indicated that following the asphalting the landscaping was pushed further away from the project which then impacted the area where the fence was to be located. Emile Sabty indicated that asphalting was not approved on the site plan as the plan approve indicated aggregate stone / gravel drives would be provided. Emile Sabty then went on to indicate four areas where the Sheppe Mini Storage was in violation of the previously approved site plan: 1) Color – the site plan indicated earthtones as the approved colors with the example given as "grey-on-grey". The doors on the mini storage project are a bright blue; 2) Lights – The light bulbs are 60 watt sodium bulbs which are in violation of the site plan. There was to be "no glare" with the light recessed and directed downward; 3) Aggregate Stone Drives – as mentioned about, the drives were installed in asphalt in violation of the approved site plan; and 4) Sign – the approved signage location was on a post not on the wall of the building. Additional violations discussed were: Screening: Trees next to building do not follow the site plan, Doors – Site plan indicated a 2' concrete pad in front of all doors, Drainage Trench – The site plan indicated 8-9 drains in the drainage grates but there are no drain grates provided, and Occupancy Permit: the project currently has tenants but has not been issued an Township Occupancy Permit.

Mr. Sheppe indicated that his engineer was at fault as the site plan was not appropriate to the area and requested that the Planning Commission not require the fence surrounding the project as he has provided the landscaping that will eventually screen the project from the neighboring properties. Chairman Mischel instructed Mr. Sheppe to provide the Planning Commission with a "Proposed Amended Site Plan" for the next Planning Commission meeting. Discussion regarding "safety" vs "buffering regarding Section 17.05 resulted in a request to Lukas Hill to provide the Planning Commission with information on safety vs buffering so a determination can be reached regarding the fencing required for the Sheppe Mini Storage project. Lukas Hill indicated that a quick reading of the ordinance indicated to him that there is no option on the fencing issue, as it is required. More information will be available at the next meeting. Additional work on the site plan modification was tabled for legal review and the submittal of a proposed amended site plan.

Grace Lutheran Church – Preliminary Site Plan Review: Prelim plans were reviewed and discussed regarding parking requirements per Section 14.04 (B), Lighting Plan mission (five lights down, parking lot lights), building height (34'6"), trees (northern section of plan), a soil erosion permit may be required if the acreage is larger. Final Site plan will be provided for a public hearing on the proposed additions to the church with the December 2nd meeting.

Kodiak Equipment Modification to Site Plan: A modification was requested to the screening of the fencing, as a cedar front fence was approved to be attached to the existing chain link fence. The proposed modification is to provide green vertical slats within the existing chain link fence to replace the approved cedar front for the fencing requirements. A motion was made by Shen Smith, 2nd by Don Glowicki, Jr. to approve the site plan modification removing the cedar fence front and replacing with dark green vertical slats within the existing chair link across the front of the project (approx 60-70 feet on each side of the building facing US-31). **MOTION CARRIED: Y-6**

Proposed Environmental Zone Text Amendments: After review of several text modifications, a motion was made by Renee Mischel, 2nd by Jim Lundy to approve the Proposed Environmental Zone Text Amendments with corrections for publication. **MOTION CARRIED: Y-6**

As there was no other business at this time, a motion was made by Shen Smith, 2nd by Renee Mischel, to adjourn. MOTION CARRIED: Y-6

Meeting was adjourned at 8:25 PM.

Respectfully submitted,

Shen Smith
Secretary