To: Planning Commission  
Date: 3/11/2011  
Re: 3/16/11 Meeting Notes

TXT 1505 - Medical Marihuana continues with Hubbard Law directing us towards zoning and licensing ordinances.

SPR 1509 – Mt Pleasant Discovery Museum – This is located just west of the Ice Arena drive off Remus Rd east of Isabella Rd. The plan meets our ordinance. I am awaiting reviews from the drain office and MPFD, and Isabella County Road Commission review has not been received as well. Initial response from the fire department was they have no issues. I recommend approval contingent on approval in the forth coming reviews.

SPR 1510 – Members First Credit Union will be located in front of Wal*Mart. Access will be from an internal service drive per the original development plans for these lots. This reduces conflicts on Bluegrass. MPFD has indicated several issues that need attention. The bypass lane is too narrow to allow the required 16’ width if a car is in the lane of the outer drive-up, as well as the turning radius being too narrow at the NE corner of the drive around. THE storm drainage was developed fro the entire site and this will tie to that. There are no county road access curb cuts, so they are not required to review. I recommend to approve pending final approval of MPFD.
Date: March 16, 2011
Time: 7:00 p.m.
Place: Union Township Hall

Pledge of Allegiance

Roll Call

Minutes of February 16, 2011 regular meeting

Correspondence

Approval of Agenda

Public Comment: restricted to three (3) minutes regarding issues not on this agenda

UNFINISHED BUSINESS
1.) TXT 1505 – Medical Marihuana
   • Zoning and Business Licensing Ordinances
   • Indoor Cultivation Equipment and Practice
   • Sunshine Supply of Mt. Pleasant

NEW BUSINESS
1.) SPR 1509 – Isabella Development Corporation, E. Remus Rd. West of the Ice Arena,
    Site Plan Review for the Mt. Pleasant Discovery Museum

2.) SPR 1510 – Members First Credit Union 4811 Encore Blvd., Site Plan Review for New
    Credit Union

Other Business

Extended Public Comment

Adjournment
CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting

A regular meeting of the Charter Township of Union Planning Commission was held on February 16, 2011 at 7:00 p.m.

Meeting was called to order at 7:00 p.m.

Roll Call
Dinse, Fuller, Jankens, Mielke, Primeau, Squattrito and Wagner were present. Henley was absent.

Others Present
Woody Woodruff, John Barker and Brian Smith

Squattrito welcomed the new commissioners, Kathy Primeau and Ben Jankens.

Approval of Minutes
January 19, 2011 — regular meeting
Mielke moved Dinse supported to approve the January 19, 2010 regular meeting minutes as presented. Ayes: all. Motion carried.

Correspondence
No correspondence was submitted

Approval of Agenda
Remove under “New Business” under number one, Indoor Cultivation, Equipment and Practices
Fuller moved Wagner supported to approve the agenda as amended. Ayes: all. Motion carried.

Public Comment
No comments were offered.

NEW BUSINESS
1.) TXT 1505 – Discussion of Current Zoning Issues Relating to Medical Marihuana and Appointment of a Committee to Draft a Text Amendment
   • Legal Overview by Hubbard Law Firm
     Andria Ditschman of the Hubbard Law Firm, Lansing, Michigan presented the legal foundations for medical marihuana regulation to the Commission.
   • Form Committee
     It was the consensus of the Commission to draft the text amendment as a committee of the whole
OTHER BUSINESS

1.) Zion Lutheran Church – Sidewalk Waiver Request for Phase II Construction

Dinse moved Primeau supported to deny the request for a waiver of the sidewalk requirement from the Zion Lutheran Church in their phase II construction. Ayes: all.

Motion carried.

Extended Public Comment
No comments were offered

Adjournment
The Chair adjourned the meeting at 8:46 p.m.

APPROVED BY: ________________________________

Alex Fuller, Secretary

(Recorded by Kathy Blizzard)
All items in this list must be included in the drawing unless exempted by ordinance or spe...

FILL OUT THE FOLLOWING

I. The application is for (circle one) Preliminary Site Plan Review Final Site Plan Review

II. Applicant Name CENTRAL MI SURVEYING & DEVELOPMENT CO. INC

III. Applicant Address 1985 PARKLAND BLDG SUITE B MT PLEASANT MI

IV. Applicant is (circle) Contractor (Architect/Engineer) Developer Land Owner (skip 5 & 6) Other

V. Land Owner Name MT PLEASANT DISCOVERY MUSEUM

VI. Land Owner Address P.O. BOX 1475 MT PLEASANT MI 48858

VII. Project/Business Name MT PLEASANT DISCOVERY MUSEUM

VIII. Fill out check list that follows. You must check off that each item has been included in the drawing. If an item is not going to be included in the construction, note that in the comment area (for example, under sidewalks write “none” in the comment area if you are not installing any sidewalks). For the first three items, check off if you have made the required submittals to other reviewing agencies.

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<tr>
<td>MDOT (M 20, BR 127 sites) at (989) 773 7756. Contact Isabella County Road Commission (all other county roads) at (989) 773 7131. Submit (3) copies.</td>
<td></td>
</tr>
<tr>
<td>Mt. Pleasant Fire Dept.</td>
<td>✓</td>
</tr>
<tr>
<td>Lt. Steve Martin (989) 773 0808, (2) copies</td>
<td></td>
</tr>
<tr>
<td>Isabella Co Transportation Commission (ICTC)</td>
<td>✓</td>
</tr>
<tr>
<td>Denny Adams (989) 773 2913 Ext 106, (2) copies</td>
<td></td>
</tr>
</tbody>
</table>

SITE PLAN REQUIREMENTS

<table>
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<tr>
<th>✓ Off</th>
<th>Comments - (also indicate any features which will not be included in the development or are not applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and addresses of Property Owner</td>
<td>✓ OK</td>
</tr>
<tr>
<td>Name and Address of Applicant</td>
<td>✓ OK</td>
</tr>
<tr>
<td>The date, north arrow and scale. The scale shall be not less than 1”=20’ for property under three (3) acres and not more than 1”=40’ for property greater than three acres.</td>
<td>✓ OK OK OK</td>
</tr>
<tr>
<td>All lot and/or property lines are to be shown and dimensioned, including building setback lines</td>
<td>✓ P2 OK P3 OK</td>
</tr>
<tr>
<td>The location and dimensions of all existing and proposed: drives, sidewalks, curb openings, acceleration/deceleration lanes.</td>
<td>✓ OK</td>
</tr>
</tbody>
</table>

All items in this list must be included in the drawing unless exempted by ordinance or spe...

<table>
<thead>
<tr>
<th>Item</th>
<th>Later Submittal by others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signs</td>
<td>Later Submittal by others</td>
</tr>
<tr>
<td>Exterior lighting on buildings and parking lots</td>
<td>Later Submittal by others</td>
</tr>
<tr>
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<td>Later Submittal by others</td>
</tr>
<tr>
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</tr>
<tr>
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</tr>
<tr>
<td>Areas to be conveyed for public use and purpose</td>
<td>Later Submittal by others</td>
</tr>
</tbody>
</table>

- Elevation of building front, side, and back. Include Sign size, height, and design. Canopy heights extending over driveways accommodate vehicles.
- Public transportation
- Source of utilities. Public water and sewer approval by Union Township Utility Committee prior to application.
- Note: Union Township policy is to issue sewer and water permits after application for a building permit. Applicant is advised to contact the utility department for availability prior to site plan review. The township does not coordinate other utility matters. Applicant to assure himself that site is suitable for septic systems, contact Central Michigan District Health Department (773 5921)
- All dumpsters shall be screened from public view with an opaque fence or wall no less than six feet in height. Show location. (Note most refuse contractors require concrete pad to place dumpsters upon)
- The location and right-of-way width of all abutting roads, streets, alleys and easements.
- A locational sketch drawn to scale giving the section number and the nearest crossroads.
- The zoning of the subject property and the abutting properties.
- The location, height and type of fences and walls.
- The location and detailed description of landscaping.
- For multiple family and mobile home parks, contour intervals shall be shown (two foot intervals for average slopes ten percent and under and five foot intervals for slopes over ten percent). Topography, however, is encouraged to be shown on all site plans.
- The location of all existing and proposed structures on and within one hundred feet of the subject

All items in this list must be included in the drawing unless exempted by ordinance or spe...

<table>
<thead>
<tr>
<th>property's boundary.</th>
<th>✓</th>
</tr>
</thead>
<tbody>
<tr>
<td>For apartments, provide a count of bedrooms per building and total count of bedrooms for the project.</td>
<td>N/A</td>
</tr>
</tbody>
</table>

COMMENTS

I submit the site plan and this application as a true representation of existing and proposed conditions. I agree to install all features as shown and to abide by conditions placed upon approval of this plan by the Union Township Planning Commission. False or inaccurate information placed upon this plan may be cause for revocation of any permits issued pursuant to site plan approval and/or removal of work installed. Any changes to the Site Plan now or in the future must be approved by the Union Township Planning Commission or Zoning Administrator. Approval of this plan shall not constitute the right to violate any provisions of the Union Township Zoning Ordinance 1991-5, or other applicable building or state codes and or laws.

Signature of Applicant  
Date: 3/2/11

Signature of Owner (if other than applicant)  
Date:

PLEASE PLACE OUR REVIEW ON THE MARCH (INSERT DATE) PLANNING COMMISSION MEETING. You will not receive a reminder of the scheduled meeting.
<table>
<thead>
<tr>
<th>Township use</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>File # 1509</td>
<td>Consider Sidewalk</td>
</tr>
<tr>
<td>Fee Paid initial</td>
<td>Public to private connection</td>
</tr>
<tr>
<td>Receipt #</td>
<td>Plan is approvable as submitted</td>
</tr>
<tr>
<td>Date received</td>
<td>Need Storm, Fire Dept &amp; ECE</td>
</tr>
<tr>
<td>Date review completed by Zoning Administrator</td>
<td>3/11/11</td>
</tr>
<tr>
<td>Place on the Planning Commission Agenda</td>
<td>3/11/11</td>
</tr>
<tr>
<td>Planning Commission Decision</td>
<td></td>
</tr>
</tbody>
</table>
The ICTC finds no issues with the site plans for the Discovery Museum. The plans reflect careful consideration for service provision by transit vehicles, both in their access to the primary entrance, and egress from the parking/drop-off area back onto the public roadway. Well designed traffic flow!
Maintained Parking lot Lighting

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Label</th>
<th>Qty</th>
<th>File</th>
<th>Lumens</th>
<th>LLF</th>
<th>Watts</th>
<th>Catalog Number</th>
<th>Description</th>
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<tr>
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<td>10</td>
<td>KAD_250M_R3</td>
<td>(PULSE START).ies</td>
<td>22500</td>
<td>0.72</td>
<td>288</td>
<td>KAD 250M R3 (PULSE START)</td>
<td></td>
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</table>

Area Luminaire, 250W MH, R3 Reflector, Full Cutoff MEETS THE 'NIGHTTIME FRIENDLY' CRITERIA

ONE (1) 250 WATT CLEAR BT28 PULSE START METAL HALIDE LAMP IN HORIZONTAL POSITION

<table>
<thead>
<tr>
<th>Description</th>
<th>Symbol</th>
<th>Avg</th>
<th>Max</th>
<th>Min</th>
<th>Max/Min</th>
<th>Avg/Min</th>
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</thead>
<tbody>
<tr>
<td>Parking Lot</td>
<td></td>
<td></td>
<td>5.3</td>
<td>0.4</td>
<td>13.3:1</td>
<td>3.8:1</td>
</tr>
</tbody>
</table>

STATISTICS: Avg = 5.3, Min = 0.4, Max = 13.3
### LUMINARE SCHEDULE

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**KAD 250M R3 (PULSE START)**  
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MEETS THE 'NIGHTTIME FRIENDLY' CRITERIA  
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**KAD 250M R4 (PULSE START)**  
Area Luminaire, 250W MH, R4 Reflector, Full Cutoff  
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### STATISTICS

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<tr>
<td>parking lot 20' pole</td>
<td>1.6 fc</td>
<td>7.3 fc</td>
<td>0.3 fc</td>
<td>24.3:1</td>
<td>5.3:1</td>
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**WPF Site Lighting**  
Monthly calculations  
20' pole
FILL OUT THE FOLLOWING

I. I. This application is for (circle one) Preliminary Site Plan Review Final Site Plan

II. II. Applicant Name THOMPSON-PHELAN GROUP, INC.

III. III. Applicant Address 9834 Dixie Hwy, P.O. Box 105, ANCHORVILLE, MI 48004

IV. IV. Applicant is (circle) Contractor Architect/Engineer Developer Land Owner (skip 5 & 6)

Other

V. V. Land Owner Name MEMBERS FIRST CREDIT UNION

VI. VI. Land Owner Address 600 W. Wackerly St, P.O. Box 2165 MIDLAND, MI 48641

VII. VII. Project/Business Name MEMBERS FIRST CREDIT UNION

VIII. VIII. Fill out check list that follows. You must check off that each item has been included in the drawing. If an item is not going to be included in the construction, note that in the comment area (for example, under sidewalks write “none” in the comment area if you are not installing any sidewalks). For the first three items, check off if you have made the required submittals to other reviewing agencies.

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Copy of Union Township Storm Water Management Plan available upon request. Submit (2) copies of plan and calculations directly to the Isabella County Engineer, contact Bruce Rohrer at (989) 772-0911, ext. 231. Any review fees are additional.

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Denny Adams (989) 773 2913 Ext 106, (2) copies

Comments - (also indicate any features which will not be included in the development or are not applicable)
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<td>24'</td>
</tr>
<tr>
<td>sidewalks,</td>
<td>5'</td>
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<tr>
<td>curb openings,</td>
<td>OK</td>
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| Elevation of building front, side, and back. Include Sign size, height, and design. Canopy heights extending over driveways accommodate Public Transportation | OK |

| Source of utilities. Public water and sewer approval by Union Township Utility Committee prior to application. | OK |

| All dumpsters shall be screened from public view with an opaque fence or wall no less than six feet in height. Show location. (Note most refuse contractors require concrete pad to place dumpsters upon) | OK |

| The location and right-of-way width of all abutting roads, streets, alleys and easements. | OK |

| A locational sketch drawn to scale giving the section number and the nearest crossroads. | OK |

| The zoning of the subject property and the abutting properties. | C1, 1 OK |

| The location, height and type of fences and walls. | Screened or Screened |
The location and detailed description of landscaping. ✔

For multiple family and mobile home parks, contour intervals shall be shown (two foot intervals for average slopes ten percent and under and five foot intervals for slopes over ten percent). Topography, however, is encouraged to be shown on all site plans. N/A

The location of all existing and proposed structures on and within one hundred feet of the subject property's boundary. ✔

For apartments, provide a count of bedrooms per building and total count of bedrooms for the project. N/A

COMMENTS

I submit the site plan and this application as a true representation of existing and proposed conditions. I agree to install all features as shown and to abide by conditions placed upon approval of this plan by the Union Township Planning Commission. False or inaccurate information placed upon this plan may be cause for revocation of any permits issued pursuant to site plan approval and/or removal of work installed. Any changes to the Site Plan now or in the future must be approved by the Union Township Planning Commission or Zoning Administrator. Approval of this plan shall not constitute the right to violate any provisions of the Union Township Zoning Ordinance 1991-5, or other applicable building or state codes and/or laws.

Signature of Applicant

Signature of Owner (if other than applicant)

Date

PLEASE PLACE OUR REVIEW ON THE **MARCH 16, 2011** (INSERT DATE) PLANNING COMMISSION MEETING. You will not receive a reminder of the scheduled meeting.
Township use

File # 1510

Fee Paid initial

Receipt #

Date received 3/24

Date review completed by Zoning Administrator 3/24

Place on the ________ Planning Commission Agenda

Planning Commission Decision

---

UNION TOWNSHIP CONSTRUCTION CONTACTS

**Building & Zoning Permits**
- Sign Permit
- Water and Sewer review
- Site Plan Review

Charter Township of Union
2010 S. Lincoln Rd
Mt. Pleasant, MI 48858

(989) 772 4600 (switchboard)
(989) 773 1988 (FAX)
Email - chartertwpunion@voyager.net

Building inspector
 Randy Robinson - Ext. 27

Zoning Administrator
 Woody Woodruff - Ext. 41

Public Works Coordinator
 Kim Smith - Ext. 24

**Road Permits**
(submit (2) copies of site plan directly to proper authority prior to Site Plan Review)

State Highways (M20, US27, E. Pickard, Mission Rd)

MDOT
1601 N. Mission Rd
Mt. Pleasant, MI 48858
(989) 773 7756 FAX 775 6329
March 8, 2011

William Woodruff
Union Township Zoning Administrator
2010 S. Lincoln Road
Mt. Pleasant, MI 48858

RE: Preliminary Site Plan for Member’s First Credit Union

Dear Mr. Woodruff:

I have reviewed the Site Plan prepared by Wilcox Professional Services, LLC for the captioned project. The project is located in part of the NE ¼ of the SW¼ section 26, Union Township at the southwest corner of Bluegrass Road and Encore Drive. This parcel is located within the Bluegrass Investment Group development and, therefore, storm water was accounted for in their storm water management plan.

If you have any questions or need any further information, please feel free to contact me.

Sincerely,

Bruce E. Rohrer, P.E.

BER/cs

cc: Eric R. Spitler, P.E.
Wilcox Professional Services, LLC
MEMO

DATE:            March 11, 2011

TO:             Woody Woodruff  
                 Union Township Zoning Administrator

FROM:           Dennis M. Adams  
                 ICTC Director of Marketing and Public Relations

RE:             Members First Credit Union Site Plans

After review of the site plans ICTC finds no significant issues that would impede our provision of services.

The only issue of any note is that drive-up bank branches in general have access needs for customers that are directly opposite of those of public transportation. Their primary need is to access the driver’s side of vehicles, meaning that a counterclockwise flow is necessary. ICTC needs are for access to drop-off areas for the passenger side of the vehicle.

ICTC vehicles will have to follow the flow counterclockwise and drop passengers away from the front door in order to exit the parking area. This may cause some issues, especially in winter weather, for passengers using mobility devices. If we come to the entrance area to drop “curbside” it would require that our bus turnaround to exit, and there is not sufficient area for this to occur.