

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular - Electronic Meeting Minutes

A regular-electric meeting of the Charter Township of Union Planning Commission was held on May 18, 2021 as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 7:01 p.m.

Roll Call

Present:

Albrecht (location: Union Township, Isabella County, Mt. Pleasant, MI)
Buckley (location: Union Township, Isabella County, Mt. Pleasant, MI)
Clerk Cody (location: Union Township, Isabella County, Mt. Pleasant, MI)
Darin (location: Union Township, Isabella County, Mt. Pleasant, MI)
LaBelle (location: Union Township, Isabella County, Mt. Pleasant, MI)
Lapp (location: Union Township, Isabella County, Mt. Pleasant, MI)
Shingles (location: Union Township, Isabella County, Mt. Pleasant, MI)
Squatrito (location: Isabella County, Mt. Pleasant, MI)

Excused:

Fuller

Others Present

Rodney Nanney, Community and Economic Development Director; Zoning Administrator, Peter Gallinat, Public Service Assistant, Jennifer Loveberry and Administrative Assistant, Tera Green

Approval of Minutes

Darin moved **Cody** supported the approval of the April 20, 2021 regular meeting as presented.

Vote: Ayes: 8 Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Board of Trustee updates by Clerk Cody
- B. ZBA updates by Buckley – No meeting in May; there will be no meeting in June
- C. Sidewalks and Pathway Prioritization updates by Darin

Approval of Agenda

Lapp moved **Cody** supported to approve the Agenda as presented. **Vote: Ayes: 8 Nays: 0.**

Motion Carried.

Public Comment

Open 7:10 p.m.

No comments were offered.

Closed 7:10 p.m.

New Business

A. **PSPR21-08 McGuirk Mini-Storage Expansion – Final Site Plan**

- a. Introduction
- b. Updates from staff and applicant
- c. Commission deliberation and action (approval, denial, approval with conditions)

* Possible conflict of Interest by Commissioner LaBelle acknowledged by the Commissioners.

Buckley moved **Cody** supported that there is no perceived conflict of interest with the Planning Commission and to allow Commissioner LaBelle to participate in the review of the site plan. **Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, LaBelle, Lapp, Shingles, and Squattrito Nays: 0 Abstained: LaBelle. Motion carried.**

Introduction by Nanney of PSPR21-08 Final Site Plan Approval application for phase 2 of self-storage buildings approximately 8.87 acres located at the western dead end of Lexi lane in the NE 1/4 of Section 20. Project engineer Tim Bebee updated the Commission about the plan details and answered commissioner questions.

Cody moved **Lapp** supported to approve the PSPR 21-08 final site plan for phase 2 of the McGuirk Mini Storage buildings on parcel number 14-020-20-001-05, located on approximately 8.87 acres located at the western dead end of Lexi lane in the northeast quarter of Section 20 and in the B-5 (Highway Business) zoning district, finding that the April 23, 2021 site plan can comply with applicable Zoning Ordinance requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Township Public Services Department approval, prior to issuance of a building permit for this project.
2. Details and manufacturer's specification sheets for the proposed exterior wall-pack fixtures and an updated photometric plan sheet referencing the specific fixtures shall be submitted to the Zoning Administrator for administrative review and acceptance, prior to issuance of a building permit for this project.

Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, LaBelle, Lapp, Shingles, and Squattrito Nays: 0. Motion carried.

B. **PSPR21-09 The Den on Broomfield – Final Site Plan**

- a. Introduction
- b. Updates from staff and applicant
- c. Commission deliberation and action (approval, denial, approval with conditions)

Introduction by Nanney of PSPR21-09 Final Site Plan Approval application for two (2) mixed-use commercial-residential buildings approximately 2.14 acres located at the southwest corner

of E. Broomfield Rd. and Sweeney Rd. in the NE ¼ of Section 26. The project's civil engineer and architect updated the Commission about the site plan and building details and answered commissioner questions.

LaBelle moved **Darin** supported to accept the proposed building elevations as presented, finding that the building form, composition, and mix of exterior façade materials depicted on the final site plan sheets A4.0 and A4.1 for The Den on Broomfield development are consistent with adopted Master Plan policies for the Bluegrass Center Area and commercial development. **Roll Call Vote: Ayes: Albrecht, Cody, Darin, Fuller, LaBelle, Shingles, and Squatrito Nays: Buckley. Motion carried.**

LaBelle moved **Darin** to approve the PSPR 21-09 final site plan for The Den on Broomfield development, which consists of two (2) mixed-use commercial-residential buildings on parcel numbers 14-103-00-001-00 and 14-103-00-02-00, located on approximately 2.14 acres located at the southwest corner of E. Broomfield Road and Sweeney Road in the northeast quarter of Section 26 and in the B-5 (Highway Business) zoning district, finding that the April 22, 2021 site plan can comply with applicable Zoning Ordinance requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Township Public Services Department approval, prior to issuance of a building permit for this project.
2. Revise the final site plan to correct typos on plan for parking calculations, landscaping, and other notes; add the required landscape plantings installation and maintenance plan details; and correct the photometric plan and provide the fixture details and specifications needed to confirm compliance with Section 8.2 (Exterior Lighting).
3. Submittal of a revised final site plan for administrative review and acceptance by the Zoning Administrator, prior to issuance of a building permit for this project.

Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, LaBelle, Shingles, and Squatrito Nays: 0. Motion carried.

C. PSPR21-10 Broomfield Commons Condominium, 2420 E. Broomfield Rd. Nest Phase – Combined Preliminary and Final Site Plan

- a. Introduction
- b. Updates from staff and applicant
- c. Commission deliberation and action (approval, denial, approval with conditions)

Introduction by Nanney of PSPR21-10 Combined Preliminary and Final Site Plan approval application for the next phase of the Broomfield Commons Condominium commercial development approximately 10.1 acres on the south side of E. Broomfield Rd. 2,000 feet east of S. Lincoln Rd. in the NW ¼ of Section 28. Project engineer Tim Bebee updated the Commission about the plan details and answered commissioner questions.

Cody moved **Buckley** supported to approve the PSPR 21-10 combined preliminary and final site plan for the next phase of the Broomfield Commons Condominium commercial development on parcel number 14-048-00-006-00, located on approximately 10.1 acres on the south side of E. Broomfield Rd. 2,000 feet east of S. Lincoln Rd. in the northwest quarter of Section 28 and in the and in the B-4 (General Business) zoning district, finding that the April 26, 2021 site plan can comply with applicable Zoning Ordinance requirements for preliminary and final site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Township Public Services Department approval, prior to issuance of building permits for this project.
2. Provide a copy of the as-recorded easement for the new public sidewalk outside of the road right-of-way to the Zoning Administrator prior to issuance of building permits for this project.
3. Add the missing items of required information per Section 14.2.P. to a revised site plan.
4. Correct and update the trash dumpster details, parking and loading space details, and landscaping details on a revised site plan to conform to Zoning Ordinance requirements.
5. Provide the required photometric plan and exterior lighting details and specifications to verify compliance with Section 8.2 as part of a revised final site plan set.
6. Submittal of a revised final site plan for administrative review and acceptance by the Zoning Administrator, prior to issuance of a building permit.
7. Conditions set for stormwater management by the county Drain Commissioner's Office are met.

Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.

D. PSPR 21-11 2266 Northway Drive Combined Preliminary and Final Site Plan

- a. Introduction
- b. Updates from staff and applicant
- c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Introduction by Nanney of PSPR21-11 – Combined Preliminary and Final Sited Plan Approval Application for improvements to an existing industrial building and site to accommodate a new package distribution facility at 226 Northway Drive, 1.92 acres on the west side of Northway Drive in the NE ¼ of Section 13. The project's design team updated the Commission about the plan details, answered commissioner questions, and confirmed a request for temporary relief from public sidewalk construction based on the site's location in an industrial district.

Cody moved **Lapp** supported to approve the PSPR 21-11 combined preliminary and final site plan for improvements to an existing industrial building and site to accommodate a new package distribution facility at 2266 Northway Drive on parcel number 14-152-00-005-02, located on approximately 1.92 acres on the west side of Northway Drive in the northeast quarter of Section

13 and in the I-2 (General Industrial) zoning district, finding that the April 26, 2021 site plan can comply with applicable Zoning Ordinance requirements for preliminary and final site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval), subject to the following conditions:

1. Add the missing items of required information per Section 14.2.P. to a revised site plan.
2. Correct and update the sidewalk, exterior lighting, parking, and landscaping details on a revised site plan to conform to Zoning Ordinance requirements.
3. Confirmation by the Zoning Administrator that all required documentation of permits or approvals have been received from the Mt. Pleasant Fire Department, the Isabella County Transportation Commission, the Isabella County Road Commission for the expanded driveway approach, the Isabella County Drain Commissioner's Office for stormwater management approval, and the Township's Public Services Department for water and sanitary sewer documentation, prior to issuance of a building permit.
4. Submittal of a revised final site plan for administrative review and acceptance by the Zoning Administrator, prior to issuance of a building permit.
5. Temporary relief from public sidewalk construction is granted based on the parcel location in an industrial zoning district.

Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.

Extended Public Comments

Open – 9:30 p.m.

No comments were offered.

Closed – 9:38 p.m.

Final Board Comment

Buckley – Congratulations to Commissioner LaBelle for his return to the Michigan Open Squattrito – Welcome Tera Green, Administrative Assistant to the Planning Commission and thank you to Jennifer Loveberry, Public Services Assistant for her past service to the Planning Commission

Darin – Welcome Tera Green to the Planning Commission

Adjournment – Chairman Squattrito adjourned the meeting at 9:41 p.m.

APPROVED BY:

Doug LaBelle - Secretary

(Recorded by Tera Green)