



**Planning Commission
Regular Meeting
January 21, 2025
7:00 p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - December 17, 2024 Regular Meeting
6. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS
 - A. Thering updates from Board of Trustees
 - B. McDonald updates from ZBA
 - C. Community and Economic Development Monthly Report
 - D. Other Reports
7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda
8. NEW BUSINESS
 - A. **PRESPR24-03 – Preliminary Site Plan Application for the new 28,300 square-foot Thrive Community Church Facility on the northeast corner of S. Isabella Rd. and Bud St.**
 - a. Introduction by staff
 - b. Updates from the applicant
 - c. Commission review of the site plan
 - d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)
9. EXTENDED PUBLIC COMMENT: Restricted to (5) minutes regarding any issue
10. FINAL BOARD COMMENT
11. ADJOURNMENT

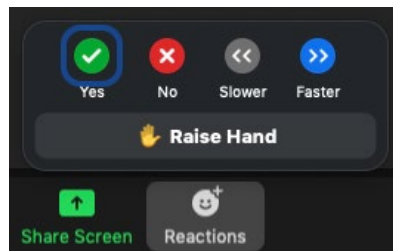
Hybrid Meeting Instructions for the Charter Township of Union Planning Commission

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “839 8031 3172” Password enter “240465”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “839 8031 3172” and the “#” sign at the “Meeting ID” prompt, and then enter “240465” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be taken at the Public Comment and any issue not on the agenda will be taken at the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been made, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on December 17, 2024, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present: Hayes, Lapp, Olver, Shingles (arrived at 7:43 p.m.), Squattrito, and Thering

Excused: Browne and Gross

Absent: McDonald

Others Present

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

Approval of Agenda

Thering moved **Hayes** supported to approve the agenda as presented. **Vote: Ayes: 5. Nays: 0. Motion Carried**

Approval of Minutes

Olver moved **Thering** supported to approve the November 19, 2024 regular meeting minutes with two clerical corrections. **Vote: Ayes: 5. Nays: 0. Motion carried.**

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Thering – Gave updates on the November 26th Board of Trustees Meeting.
- B. ZBA Update by McDonald – No updates were given.
- C. Community and Economic Development Monthly Report
- D. Other Reports

Public Comment

Open: 7:30 p.m.

No comments were offered.

Closed: 7:31 p.m.

New Business

- A. PFINALSPR24-03 Combined Preliminary and Final Site Plan Approval application for upgrades to the Township's Water Treatment Plant at 5228 S. Isabella Rd. (PID 14-035-20-001-02)**
 - a. Introduction by staff
 - b. Updates from the applicant
 - c. Commission review of the site plan
 - d. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney introduced the PFINALSPR24-03 Preliminary and Final site plan for the Water Systems Upgrades – Division C Water Treatment Plant located at 5228 S. Isabella Road. Based on the findings, the plans are in good order with the condition that a sidewalk connector from S. Isabella Road to the building be shown on a revised plan for administrative approval before a building permit is issued.

Kim Smith, Public Services Director and Jennifer Graham, Gourdie Frasier Engineer, via Zoom, provided an overview of the project and explained that the requested sidewalk connector to be put on the final site plans for the purpose of applying for relief would not be advisable. She pointed out if the relief were called in a later time, the sidewalk could create safety and security issues that violate State and Federal regulations. The Commissioners deliberated.

***7:43 p.m. Commissioner Shingles arrived.**

Lapp moved **Olver** supported to approve the PSPR24-03 combined preliminary and finals site plan dated October 1 and December 6, 2024 for upgrades to the Township's Water Treatment Plant on approximately 13.5 acres of land at 5228 S. Isabella Rd. (PID 14-035-20-001-02) in the northeast quarter of Section 35, finding that the site plan can comply with the 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 findings:

1. That a sidewalk connector from S. Isabella Road to the building is not appropriate in the plan due to safety and security restrictions required by the State and Federal regulations.

Roll Call Vote: Ayes: Hayes, Lapp, Olver, Shingles, Squattrito, and Thering. Nays: 0. Motion Carried.

Extended Public Comments

Open: 7:58 p.m.

Jennifer Graham, Gourdie Frasier, thanked the Planning Commissioners and staff. Expressed excitement to get started on the project.

Closed: 7:59 p.m.

Final Board Comment

Commissioner Olver - Noticed the Valvoline project has begun construction.

Chair Squattrito – Mentioned the Michigan Association of Planning will have upcoming trainings in 2025. See Peter to sign up to sign up.

Adjournment – Chair Squattrito adjourned the meeting at 8:02 p.m.

APPROVED BY:

Jessica Lapp – Secretary

Tom Olver – Vice Secretary

(Recorded by Tera Green)

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2028
2-Chair	Phil	Squattrito	2/15/2026
3-Vice Chair	Stan	Shingles	2/15/2027
4-Secretary	Jessica	Lapp	2/15/2026
5 - Vice Secretary	Thomas	Olver	2/15/2027
6	John	Hayes	2/15/2025
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Philip	Browne Jr.	2/15/2025
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Nivia	McDonald	2/15/2026
4 -	Lori	Rogers	12/31/2026
5 -	Brian	Clark	12/31/2027
Alt. #1	David	Coyne	12/31/2027
Alt #2	Vacant		12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2026
2	Sarvjit	Chowdhary	12/31/2026
3	Jacob	Trudell-Lozano	12/31/2026
Alt #1	Vacant		12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2026
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2028
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Vacant		12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026
Local Election Commission Committee (3 BOT Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Lisa	Cody	11/20/2028
2	Vacant		11/20/2028
3	Vacant		11/20/2028



Department Monthly Report

Department: Community and Economic Development

Month/Year: January 2025

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Health and Safety
- 1.4 Natural environment
- 1.5 Commerce

Prior Month Activities

Economic Development Activities (1.1, 1.2, 1.3, 1.5):

- The Community and Economic Development Director served as Chair for the December meeting of the Mt. Pleasant Airport Joint Operations and Management Board.
- The Community and Economic Development Director served as Chair for the December meeting of the Mt. Pleasant Airport Joint Operations and Management Board.
- The Community and Economic Development Director met with the Executive Director of the Mt. Pleasant Area Convention and Visitors Bureau to plan for replacement of the permanent gateway banners at the US-127 interchange in 2025.
- The Community and Economic Development Director met with the East DDA District contractor for flowers to plan for 2025.
- The Community and Economic Development Director met with the new President of the Mt. Pleasant Area Chamber of Commerce to discuss local business initiatives and opportunities for collaboration.
- The Community and Economic Development Director met with a developer of workforce housing to discuss options for a potential project in the Township.
- The Community and Economic Development Director and Jim McBryde, President of the Middle Michigan Development Corporation, wrapped up business retention visits for 2024 with visits to several of the large employers in the Township.
- The Community and Economic Development Director participated in remote meetings with the Michigan Downtowns Association's Legislative Committee and Board of Directors to prepare and authorize MDA responses to several lame duck legislative session bills that would have impacted brownfield redevelopment and tax increment financing for downtown development authorities.
- The Community and Economic Development Director and Township Engineer at Gourdie-Fraser Associates are continuing work on evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor per the state Rural Readiness Grant awarded to the Township for our Master Plan update project.
- The Building Services Clerk supported the Community and Economic Development Director and EDA Board and served as contact person for East DDA District service contractors.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The regular December 17, 2024 EDA Board meeting was canceled due to the lack of a quorum.

Building Services (1.1, 1.2, 1.3, 1.5):

- The Building Official provided the following services during the month:
 - 21 Building Inspections (1.3)
 - 9 Permits issued (1.3)
 - 4 Final Certificate of Occupancy Issued (1.3, 1.4, 1.5)
 - Completion of Banks permit (1.1, 1.3)
 - Completion of CrossFit permit (1.1, 1.3)
 - Start of Valvoline project (1.1, 1., 1.5)
 - Walk thru Jail (1.1, 1.3, 1.5)
 - 4 FOIA Requests (1.1, 1.4, 1.6)
 - Follow up phone calls
- The Building Official met with multiple residents/contractors to answer potential project questions.
- The Building Services Clerk provided the following services during the month:
 - Served as a second Township Hall contact person for the public and helped process payments at counter and through mail.
 - Assisted homeowners and contractors with building permit applications and coordinated with the Building Official, Zoning Administrator, Assessor, and Public Services Department as needed to facilitate timely reviews of permit applications.
 - Administrative support for Rental Inspector
 - Prepared monthly Census and HBA reports for building permits
 - Coordinated Holiday Lighting coming down. (1.1, 1.5)
- Building Services Clerk & Building Official working on expired permit lists from 2024. (1.1, 1.5)

Rental Inspection Services (1.1, 1.2, 1.3, 1.5):

- Site visits with inspections, re-inspections, issue investigation, etc. for apartment complexes, hotels, as well as duplex and single-family units (**492 units inspected**-419 apartments, 37 single-family units, 34 duplex units and 5 hotel rooms).
- Expired and re-inspection certificate scheduling.
- For professional development - continued to review the 2015 International Property Maintenance Code book, attended remote training with BS&A in regards to issuing rental certificates, and reviewed online resources for fire suppression and sprinkler system reporting.
- Continuing to distribute copies of a flyer designed to answer questions about common issues that can become rental violations, which has been well-received and appreciated by managers of the various apartment complexes.
- Now scheduling both the initial and follow up inspections at the same time for units in large apartment complexes to improve response time and increase efficiencies for all concerned related to completion of any corrective actions. Multiple apartment complex managers have responded that this change has been helpful for them.
- Attended monthly meeting with local inspectors, enforcement, and fire personnel.
- Follow up reminder contacts with apartment complexes and other landlords with unpaid invoices prior to deadlines to avoid late fees.
- Rental Inspector and Building Services Clerk are catching up on expired rental certificates.

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The Zoning Administrator provided the following services:
 - (2) Zoning approvals related to building permits.

- (2) Miss Dig notifications for various projects. Owners contacted for permits on projects.
- The Zoning Administrator met with members of Central Church regarding adding a 30-student private school as a use to the church.

Ordinance Enforcement Activities (1.1, 1.3):

- 943 S. Isabella Rd. – Complaint about chickens and other fowl at a legal non-conforming residence on a small lot in an Industrial zoning district. With the completion of the rezoning of this lot to the R-1 District consistent with the Master Plan’s “Rural Buffer” designation, the dwelling and the keeping of chickens and other fowl are now lawful land uses. This matter is now closed.
- 975 S. Isabella Rd. – Complaint about chickens and other farm animals at a legal non-conforming residence on a small lot in an Industrial zoning district. A notice of violation was sent to the owner. At the owner’s request, the Planning Commission discussed initiating a rezoning of this lot, but took no action citing the subject lot’s designation for future industrial/employment land uses. The owner completed removal of the animals from the premises, and the Zoning Administrator verified that the violation has been resolved. This matter is now closed.
- Holeshoot Harley-Davidson Motorcycle Dealership (4741 E. Pickard Rd.) – temporary sign in the M-20 road right-of-way. The violation was promptly corrected. This matter is now closed.
- 5401 S. Lincoln Rd. – An 1,800 square-foot detached accessory building constructed without a building permit and in violation of applicable maximum height and maximum 1,500 square-foot floor area requirements. The owner applied for and was granted a height variance in May 2023 contingent upon completion of alterations to reduce the building floor area by 300 square-feet. The owner’s contractor subsequently secured a building permit for the work, which expired on 1/17/2024 with no activity. Despite months to complete corrective actions, the owner has failed to do so. There has also been no activity on a potential purchase of additional land from the neighbor, which if done correctly to increase the total lot area to at least 2.5 acres would resolve the remaining violations. This matter will be forwarded to the Twp. Attorney for further legal action.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. The property is currently in tax foreclosure.
- 1651 Airway Dr. – Complaint about chickens at a legal non-conforming residence on a small lot in an Industrial zoning district. The owner had previously indicated they were moving and the chickens would be removed, but a new inspection by staff found chickens still on-site. The owner did not respond to the final notice of violation so civil infraction a ticket has been issued.
- Indian Hills Shopping Center - Owner and contractor were notified of a possible violation related to the approved minor site plan for sidewalk, pedestrian access, and parking lot improvements to the Indian Hills Shopping Center property. The applicant’s agreed-upon timeline for completion of site improvements per the approved site plan has concluded with several key elements left incomplete. Failure to conform to an approved site plan is an ordinance violation. After multiple notices, a civil infraction ticket was issued, for which the owners have confirmed receipt. At the owners’ request, additional details of the site plan violations were forwarded by the Zoning Administrator.
- 386 Bluegrass Road. - Junk in the yard. Owner has continued to have junk removed when able to due to age. Township staff conduct site visits to discuss remaining items with the owner and continue to assist the owner in finding companies and organizations that can help. Owner to report back to Zoning Administrator with any progress made.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. This matter remains under review by the Township Attorney with additional follow-up anticipated.
- 2946 S. Meadowlark Dr. - complaint about multiple cars parked on grass and in road, along with a toilet left outside in the yard near an existing deck. The owner responded to an initial notice of the

violations by removing all cars from the road and lawn area. The toilet remains undisturbed; the owner has not responded to staff contacts related to it. A second notice is in process.

- Mancino's Pizza of Mt. Pleasant (4152 E. Bluegrass Rd. – Indian Hills Shopping Center) - excessive/dilapidated temporary signage. Staff will be working with the owner again to help them understand the ordinance requirements for temporary signs and to correct any violations.
- Kuji Restaurant (5768 E. Pickard Rd.) – temporary sign in the M-20 right-of-way. Staff contacted the manager to help them understand the ordinance requirements for temporary signs and to correct the violation. The sign was removed but later reinstalled. A notice of violation is in process.

Planning Commission Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- During their regular December 17, 2024 meeting the Planning Commission approved the PPR24-03 – Combined Preliminary and Final Site Plan application for the expanded Township Water Treatment Plant facility at 5228 S. Isabella Rd.

Zoning Board of Appeals Activities (1.1):

- The regular December meeting was cancelled due to a lack of agenda items.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- The Community and Economic Development Director is working with the Township's engineering consultants to resolve final issues related to securing a county Road Commission permit for the sidewalk construction project along the east side of Bud St. from E. Pickard Rd. (M-20) north to Jameson Park. (1.1, 1.3, 1.4)

Other Activities:

- Building Services Clerk decorated Township Hall for the Holidays (1.1)
- Building Services Clerk helped organize Holiday Staff Gathering (1.1)
- The Community and Economic Development Director met remotely via Zoom by invitation with a representative from the Govern for Impact organization (a USA/Canada advocacy/membership organization for Policy Governance) to discuss their online Learning Communities and related topics. (1.1)
- The Community and Economic Development Director participated in the initial group gathering for the Rollie Denison Leadership Institute's Capstone sponsored by the Chamber of Commerce, which will focus on planning for and implementing a community improvement project in 2025.
- The Community and Economic Development Director continued to work with the team developing the new Township website to answer questions and provide direction on details. (1.1, 1.2, 1.5)
- The Director meets weekly with the Community and Economic Development Department staff as a group and regularly on an individual basis to provide guidance, coordinate provision of services, ensure good intra- and inter-departmental communication, and identify and resolve issues. (1.1)

Current Month Anticipated Activities

Economic Development Activities (1.1, 1.5):

- The Community and Economic Development Director plans to participate with other Mt. Pleasant Airport Joint Operations and Management Board members in a 1/16/2025 meeting with City and Tribal leaders and the Airport's consulting team to receive further updates on the feasibility study for potential airport improvements and expansion.
- The Community and Economic Development Director plans to participate in the annual Michigan Downtowns Association Board of Directors strategic planning retreat event on 1/23-24/2025.

- The Community and Economic Development Director will expand information on the Township's website related to development approval processes and pre-application meeting options to further assist the development community. (1.2, 1.5)
- The Community and Economic Development Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects. (1.2, 1.5)
- The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr.
- The Community and Economic Development Director will continue business retention contacts.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The EDA Board will meet on January 21, 2025.

Building Services (1.1, 1.3, 1.5):

- Continued progress on Isabella County Jail (1.1, 1.3)
- Continued progress on Krist Mini Mart Project (1.1, 1.3)
- Follow up phone calls.
- Continue to do site visits, inspections, issue permits, plan reviews.
- Continued work on expired permit list.

Rental Inspection Services (1.1, 1.2, 1.3):

- The Rental Inspector will:
 - Investigate and follow up on any rental complaints as needed.
 - Continue to collaborate with the Fire Department on hotel rental inspections.
 - Schedule complexes, hotels, as well as duplex and single-family units for inspections.
 - Conduct follow-up inspections to verify correction of violations.
 - Work on expired certificate scheduling as needed.
 - Arrange for site visits as needed for compliance or informational.

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The Community and Economic Development Director and Zoning Administrator review of site plan, special use, and other development applications and preparation of staff reports for the Planning Commission regarding Zoning Ordinance compliance.
- Community and Economic Development Director and Zoning Administrator review of site plan, special use, and other development applications and preparation of staff reports for the Planning Commission regarding Zoning Ordinance compliance.
- Zoning Administrator review of site plan applications eligible for administrative approval.
- Zoning Administrator review of building permits for zoning compliance.
- Zoning compliance letters
- Sign permits
- Continued use of MissDig notifications for activity in the Township needing zoning approval.
- Enforcement follow ups
- The Community and Economic Development Director and Zoning Administrator regularly hold informal pre-application development meetings with developers and business/property owners.

Ordinance Enforcement Activities (1.1, 1.3):

- Ordinance enforcement follow up on current matters and investigation of any new complaints.

Planning Commission Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The regular January 21, 2025 Planning Commission meeting is anticipated to include:
 - PRES24-03 –Preliminary Site Plan application for the new 28,300 square-foot Thrive Community Church facility on the northeast corner of S. Isabella Rd. and Bud St.

Zoning Board of Appeals Activities (1.1):

- No meeting scheduled in January.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- The Community and Economic Development Director is working on preparation of updated draft Parks & Recreation Plan elements for Planning Commission review. (1.1, 1.4)
- The Community and Economic Development Director and the Township's engineering consultant at Gourdie-Fraser are proceeding with attempting to secure easements needed for new sidewalk projects along the north side of Pickard Rd. east from S. Lincoln Rd. to the existing sidewalk near Ashland Dr.; the east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd.; and the west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary.
- The Township's engineering consultant at Gourdie-Fraser has completed proposed construction plans for a new sidewalk along the south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center, and has forwarded the plans to the state and county road agencies for review and comment.

Other Activities:

- The Community and Economic Development Director and Mt. Pleasant City Planner periodically meet to discuss coordination of City/Township projects of mutual interest.
- Under the Community and Economic Development Director's direction, the Building Services Clerk will continue to coordinate with the file scanning contractor Graphic Sciences to transfer historical documents and files from the basement for scanning. (1.1)

Future Board of Trustee Meeting Agenda Items**Significant Items of Interest Longer Term**

- Other Activities – The Community and Economic Development Director will begin work to prepare a proposed scope of work and request for proposals from qualified consulting firms to prepare a detailed evaluation of housing needs and priorities in accordance with the approved MSHDA Housing Readiness Incentive Grant to expand the Township's Master Plan update project.
- Zoning Administration – The Community and Economic Development Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate with recent updates to relevant sections of Zoning Ordinance 20-06. (1.1)
- Other Activities - The Community and Economic Development Director and the Township Assessor will be working on developing policy proposals for Board of Trustees consideration to establish updated guidelines for consideration of requests for new or amended Industrial Development Districts and Industrial Facility Tax Exemption (IFTE) applications under Michigan Public Act 198 of 1973, as amended. (1.5)

- Other Activities - Consideration of a new 2025 - 2029 Parks and Recreation Master Plan for adoption, following a recommendation from the Planning Commission and a public hearing. (1.1, 1.2, 1.3, 1.4)
- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the scope allowed under the current the AG (Agricultural) district. (1.1, 1.5)
- Building Services – The Building Official continues to work in close coordination with the County’s plumbing, mechanical, and electrical inspectors on building projects to minimize delays and to ensure that construction meets the applicable health and safety standards. (1.1, 1.3, 1.5)
- Building Services - The Community and Economic Development Director will resume working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations. (1.3, 1.5)
- PILOT Housing Projects - The Community and Economic Development Director will continue to oversee the administration of the Tax Exemption Ordinance and adopted PILOT resolutions in coordination with the Finance Director and Twp. Assessor to verify continuing compliance by the sponsors of the eligible housing projects. (1.1, 1.2)
- Other Activities – Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the City and the Township. (1.1, 1.3)
- Other Activities - The Community and Economic Development Director will work with the Township Attorney to prepare an updated Noxious Weeds Ordinance for Board of Trustees consideration that improves consistency in applicable regulations of tall grass and weeds. (1.1, 1.3, 1.4)
- Other Activities - The Community and Economic Development Director will work with the Township Attorney and Township Assessor to prepare an updated Land Division Ordinance for Board of Trustees consideration that clarifies application requirements and the division, combination, and boundary adjustment approval process. (1.1, 1.5)
- Other Activities – The Community and Economic Development Director will work with the Township Attorney and Public Services Director to prepare updates to the Township’s ordinance establishing rules for our parks. (1.1, 1.3)
- Other Activities – Consider updates to the Township’s ordinance on open burning. (1.1, 1.3)
- Other Activities - Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state’s subdivision plat approval requirements. (1.1, 1.3, 1.5)
- Other Activities – When the county’s office situation stabilizes, the Community and Economic Development Director, the County’s Community Development Director, and the City Planner will resume work on creating a unified “regional planning/zoning” theme on the County’s FetchGIS website where County, City, and Township zoning district and future land use maps could be displayed together with other relevant data.

January 16, 2025

RE: Proposed development of Parcel # 14-012-30-009-00 (Union Township)
Thrive Community Church

From: Lisa Campbell 1669 S. Isabella Road
Mt. Pleasant, MI (Union Township)
Parcel # 14-012-30-008-00

To Whom it May Concern,

As the owner of the adjoining property to the north of the proposed development, I have some immediate concerns regarding potential impacts to the hydrology and natural habitat which are likely to occur as a direct or indirect result of the development.

- The wetland body located in the northwest corner of the Thrive Community Church property parcel is frequented by migrating waterfowl, especially in the spring when ducks and geese lay eggs and raise their young. It is also likely that this natural wetland habitat is home to other sensitive flora and fauna which may be threatened if the proposed development fails to protect this area from an influx of surface water runoff and the reduction of natural vegetation habitat.
- The entire Thrive Community Church property currently exists as natural woodland. This natural vegetation provides habitat for bountiful wildlife and the vegetative cover also plays a critical role in the control and uptake of surface water on the property, which also affects adjoining areas. The majority of our property (1669 S. Isabella) is identified as possessing hydric soils and is demonstrated to have a very high water table. If development on the Thrive Community Church property reduces the amount of natural uptake by vegetation and increases the amount of surface water runoff (due to impervious surfaces such as paved parking lots and building structures), the net increase in surface water runoff has a strong potential to raise the water table on the 1669 S. Isabella Road property, thereby resulting in inundation of our office building and parking areas.
- Increased surface water runoff generated by impervious surfaces such as parking areas also increases contaminants such as salt used in winter months and petroleum products from automobiles entering the environment. The management of surface water runoff generated by the proposed development must account for both the quantity of runoff and the quality of the water. On-site surface water retention and subsequent infiltration only concentrates both recharged and contaminant loading at the property which may, in turn, affect neighboring properties. In accordance with applicable Union Township stormwater management ordinances and Isabella County Drain Commission regulations, it is strongly recommended that stormwater exit the site to the stormwater drainage

system (extending along Isabelly Road) and not be discharged to the already near-surface groundwater on the property. It is acknowledged that improvements to the area stormwater system may be necessary to accommodate the increased surface water runoff.

- The State of Michigan Part 303 Wetlands Protection regulations require that surface water runoff may not discharge directly into regulated wetland areas or alter the hydrology of wetlands. Thus, development that occurs outside of regulated wetland areas (in uplands) still must not impact wetland areas. It is therefore critical that proposed development plans for the Thrive Community Church property consider hydrology, surface water management, and wetland habitat protection (on the site property and on adjoining properties) such that wetlands, groundwater, and/or surface water bodies are not negatively affected.
- Nature Features Protection must be evaluated and balanced with development considerations. Re-development of existing developed properties is a feasible and prudent alternative to the destruction of natural woodland and wetland environments. This is not to say that Thrive Community Church should not develop the parcel, but that the destruction of natural habitat should be weighed among alternatives.

Sincerely,

Lisa Campbell

Property Owner of 1669 S. Isabella Road

Charter Township of Union

APPLICATION FOR SITE PLAN REVIEW

☐ Minor Site Plan☒ Preliminary Site Plan☐ Final Site Plan

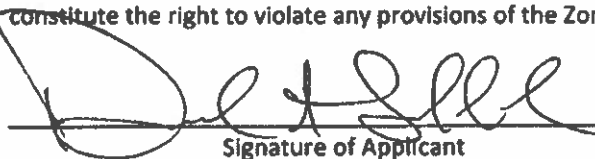
A Completed Application will contain all the information required per the Zoning Ordinance, Section 14.2 (Site Plan Review).

Name of Proposed Development/Project	THRIVE CHURCH		
Common Description of Property & Address (if issued)	S. ISABELLA RD		
Applicant's Name(s)	THRIVE COMMUNITY CHURCH		
Phone/Fax numbers	989-878-1050 / 989-572-0439	Email	kjense7@gmail.com / dave.shephard@thrivechurchmt.cc
Address	P.O. BOX 1408	City:	MT. PLEASANT Zip: 48804

Legal Description:	<input type="checkbox"/> Attached	<input checked="" type="checkbox"/> Included on Site Plan	Tax Parcel ID Number(s):	14-012-30-009-00	
Existing Zoning:	B7	Land Acreage:	10 ACRES	Existing Use(s):	VACANT LAND
<input checked="" type="checkbox"/> ATTACHED: Letter describing the project and how it conforms to Section 14.2.5. (Standards for Site Plan Approval)					

Firm(s) or Individuals(s) who prepared site plan(s)	1. Name:	CMS&D	Phone:	989-775-0756	Email:	tbebee@cms-d.com
	2. Address:	2257 E. BROOMFIELD RD				
	City:	MT. PLEASANT	State:	MI	MI	Zip: 48858
	Contact Person:	TIMOTHY BEBEE		Phone	989-506-1001	
Legal Owner(s) of Property. All persons having legal interest in the property must sign this application. Attach a separate sheet if more space is needed.	1. Name:	THRIVE COMMUNITY CHURCH		Phone:	989-572-0439	
	Address:	1200 W. HIGH ST.				
	City:	MT. PLEASANT	State:	MI	Zip:	48858
	Signature:			Interest in Property:	owner/lessee/other	
	2. Name:			Phone:		
	Address:					
	City:		State:	MI	Zip:	
	Signature:			Interest in Property:	owner/lessee/other	

I do hereby affirm that all the statements, signatures, descriptions, exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file this application and act on behalf of all the owners of the property. 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. Approval of this plan shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.


Signature of Applicant

12/18/24
Date

Office Use Only

Application Received By: _____ Fee Paid: \$ _____

Date Received: _____ Escrow Deposit Paid: \$ _____

CHARTER TOWNSHIP OF UNION

SITE PLAN REVIEW HAZARDOUS SUBSTANCES REPORTING FORM

This form must be completed and submitted as part of the site plan for facilities which may use, store, or generate hazardous substances or polluting materials (including petroleum-based products)

Name of business: THRIVE CHURCH

Name of business owner(s): _____


Street and mailing address: 1200 W. HIGH STREET, MT. PLEASANT, MI 48858
989-572-0439

Telephone: _____

Fax: _____

Email: ljense7@gmail.com / dave.shephard@thrivechurchmi.cc

I affirm that the information submitted is accurate.

Owner(s) signature and date:  12/18/11
DAVID SHEPHARD, PASTOR THRIVE CHURCH

Information compiled by: _____
SHANEE THAYER, OFFICE MANAGER
CENTRAL MI SURVEYING & DEVELOPMENT CO. INC.

Types and Quantities of Hazardous Substances and Polluting Materials Used, Stored or Generated On-Site

Please list the hazardous substances and polluting materials (including chemicals, hazardous materials, petroleum products, hazardous wastes and other polluting materials) which are expected to be used, stored or generated on -site. Quantities should reflect the maximum volumes on hand at any time. Attach additional pages if necessary to list all hazardous substances and polluting materials.

COMMON NAME	CHEMICAL NAME (components)	FORM	MAX QUANTITY ON HAND AT ONE TIME	TYPE OF STORAGE CONTAINERS
N/A				
NONE	KEY: UQ = liquid P.UQ = pressurized liquid S = solids G = gas PG = pressurized gas			KEY: AGT = above ground tank = drums UGT = underground tank Cy = cylinders CM = metal cylinders OW = wooden or composition container TP = portable tank

PERMIT INFORMATION CHECKLIST FOR FINAL SITE PLANS

Michigan.gov/EGLEpermits

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has prepared a list of key questions to help identify what EGLE permits, licenses, or approvals of a permit-like nature may be needed. By contacting the appropriate offices indicated, you will help reduce the possibility that your project or activity will be delayed due to the untimely discovery of additional permitting requirements later in the construction process. While this list covers the existence of permits and approvals required from EGLE, it is not a comprehensive list of all legal responsibilities. A useful way to learn whether other requirements will apply is to go through the Self-Environmental Assessment in the Michigan Guide to Environmental, Health, and Safety Regulations, online at Michigan.gov/EHSGuide. Please call the Environmental Assistance Center at 800-662-9278 to talk with any of the EGLE programs noted below. [insertions and edits by Union Township]

How Do I Know that I Need a State of Michigan, County or Local Permit or Approval?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
1) Will your business involve the installation or construction of any process equipment that has the potential to emit air contaminants (e.g. dry sand blasting, boilers, standby generators)? Air Quality Permit to Install, Air Quality Division (AQD), <u>Permit Section</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
2) Does the project involve renovating or demolishing all or portions of a building? Notification is required for asbestos removal and required for all demolitions even if the structure never contained asbestos. Asbestos Notification, AQD, <u>Asbestos Program</u> , 517-284-6777	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
3) Please consult the <u>Permitting at the Land and Water Interface Decision Tree document</u> to evaluate whether your project needs a land and water management permit (i.e., Does the project involve filling, dredging, placement of structures, draining, or use of a wetland?). Land and Water Featured Programs (Water Resources Division - WRD) - <u>Joint Permit Application</u> , 517-284-5567:		
a. Does the project involve construction of a building or septic system in a designated Great Lakes high risk erosion area?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
b. Does the project involve dredging, filling, grading, or other alteration of the soil, vegetation, or natural drainage, or placement of permanent structures in a designated environmental area?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
c. Does the project propose any development, construction, silvicultural activities or contour alterations within a designated critical dune area?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
d. Does the project involve construction of a dam, weir or other structure to impound flow?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
4) Does the project involve an earth change activity (including land balancing, demolition involving soil movement, and construction) or does the project involve construction which will disturb one or more acres that come into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water? <u>Union Township and Isabella County</u>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
5) Does the project involve the construction or alteration of a water supply system system? <u>Union Township Public Services Department and Drinking Water & Environmental Health Division (DWEHD)</u> , 517-284-6524	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
6) Does the project involve construction or alteration of any sewage collection or treatment facility? <u>Union Township Public Services Department and WRD, Part 41 Construction Permit Program (staff)</u> , 906-228-4527, or <u>EGLE District Office</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
7) Public Swimming Pool Construction (Spas/Hot Tubs) Permits: Will your business involve the construction or modification of a public swimming pool, spa or hot tub? <u>Union Township and Public Swimming Pool Program</u> , 517-284-6541, or <u>EGLE District Office</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
8) Does the project involve the construction or modification of a campground? <u>Union Township and DWEHD, Campgrounds program</u> , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

9) Does the project involve construction of a facility that landfills, transfers, or processes of any type of solid non-hazardous waste on-site, or places industrial residuals/sludge into or onto the ground? Materials Management Division (MMD), <u>Solid Waste</u> , 517-284-6588, or <u>EGLE District Office</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
10) Does the project involve the construction of an on-site treatment, storage, or disposal facility for hazardous waste? MMD, Hazardous Waste Section, <u>Treatment, Storage and Disposal</u> , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Who Regulates My Drinking (Potable) Water Supply?		
11) I am buying water from the municipal water supply system Contact the Union Township Public Services Dept.	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
12) I have a Non-Community Water Supply (Type II) <u>Guide</u> , <u>Contact (District or County) Local Health Department</u> , 517-485-0660	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
13) I am a community water supply (Type I) <u>Community Water Supply</u> , <u>DWEHD District Office Community Water Supply Program</u> , 517-284-6512	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
14) Do you desire to develop a <u>withdrawal of over 2,000,000 gallons of water per day</u> from any source including groundwater, inland surface water, or the Great Lakes and their connecting waterways? WRD, Great Lakes Shorelands Unit, Water Use Program, 517-284-5563	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Who Regulates My Wastewater Discharge System?		
15) NPDES: Does the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, or other surface water? WRD, <u>EGLE District Office</u> , or <u>National Pollutant Discharge Elimination (NPDES) Permit Program</u> , 517-284-5568	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
16) Does the facility have industrial activity that comes into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water? WRD, <u>Permits Section</u> , or <u>EGLE District Office</u> , 517-284-5588	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
17) Does the project involve the discharge of wastewaters into or onto the ground (e.g. subsurface disposal or irrigation)? WRD, <u>Groundwater Permits Program</u> , 517-290-2570	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
18) Does the project involve the drilling or deepening of wells for waste disposal? <u>Oil, Gas and Minerals Division</u> (OGMD), 517-284-6841	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Operational Permits Are Relevant to My Operation and Air Emissions?		
19) Renewable Operating Permit: Does your facility have the potential to emit any of the following: 100 tons per year or more of any criteria pollutant; 10 tons per year or more of any hazardous air pollutant; or 25 tons per year or more of any combination of hazardous air pollutants? AQD, <u>Permit Section</u> , 517-284-6634	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
20) Does your facility have an electric generating unit that sells electricity to the grid and burns a fossil fuel? AQD, <u>Acid Rain Permit Program</u> , 517-780-7843	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Operational Permits Are Relevant to My Waste Management?		
21) Does the project involve landfilling, transferring, or processing of any type of solid non-hazardous waste on-site, or placing industrial residuals/sludge into or onto the ground? <u>MMD</u> , 517-284-6588 or <u>EGLE District Office</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
22) Does the project involve the on-site treatment, storage, or disposal of hazardous waste? <u>MMD</u> , <u>Hazardous and Liquid Waste</u> , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
23) Does the project require a site identification number (EPA number) for regulated waste activities (used oil, liquid waste, hazardous waste, universal waste, PCBs)? (<u>Hazardous Waste Program Forms & License Applications</u>) <u>MMD</u> , <u>EGLE District Office</u> , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

24) Does the project involve the receipt, possession, manufacture, use, storage, transport, transfer, release, or disposal of radioactive material in any form? MMD, <u>Radioactive Material and Standards Unit</u> , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
25) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD <u>Radioactive Material and Standards Unit</u> , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
26) Does the project involve the generation of medical waste or a facility that treats medical waste prior to its disposal? MMD, <u>Medical Waste Regulatory Program</u> , 517-284-6594	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Sector-Specific Permits May be Relevant to My Business?		
<u>Transporters</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
27) Does the project involve the <i>transport</i> of some other facility's non-hazardous liquid waste? MMD, <u>Transporter Program</u> , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
28) Does the project involve the <i>transport</i> of hazardous waste? MMD, <u>Transporter Program</u> , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
29) Do you engage in the business of transporting bulk water for drinking or household purposes (except for your own household use)? DWEHD, <u>Water Hauler Information</u> , 517-284-6527	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
30) Does the project involve <i>transport</i> of septic tank, cesspool, or dry well contents or the discharge of septage or sewage sludge into or onto the ground? DWEHD, <u>Septage Program</u> , 517-284-6535	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
31) Do you store, haul, shred or process <i>scrap tires</i> ? MMD, <u>Scrap Tire Program</u> , 517-284-6586	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
<u>Sectors</u>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
32) Is the project a <i>dry cleaning</i> establishment utilizing perchloroethylene or a flammable solvent in the cleaning process? AQD, <u>Dry Cleaning Program</u> , 517-284-6780	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
33) Does your <i>laboratory</i> test potable water as required for compliance and monitoring purposes of the Safe Drinking Water Act? <u>Laboratory Services Certifications</u> , 517-284-5424	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
34) Does the project involve the operation of a <i>public swimming pool</i> ? DWEHD, <u>Public Swimming Pools Program</u> , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
35) Does the project involve the operation of a <i>campground</i> ? Union Township and DWEHD, <u>Campgrounds</u> , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Permits Do I Need to Add Chemicals to Lakes and Streams?		
36) Are you applying a chemical treatment for the purpose of aquatic nuisance control (pesticide/herbicide etc.) in a water body (i.e. lake, pond or river)? WRD, <u>Aquatic Nuisance Control</u> , 517-284-5593	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
37) Are you applying materials to a water body for a water resource management project (i.e. mosquito control treatments, dye testing, or fish reclamation projects)? WRD, <u>Surface Water Assessment Section</u> , 517-331-5228	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

Why would I be subject to Oil, Gas and Mineral Permitting?		
38) Do you want to operate a central production facility (applies to oil and gas production facilities where products of diverse ownership are commingled)? OGMD, <u>Petroleum Geology and Production Unit</u> , 517-284-6826	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
39) Does the project involve the removal of sand from a sand dune area within two (2) miles of a Great Lakes shoreline? OGMD, Minerals and Mapping Unit, <u>Sand Dune Mining Program</u> , 517-284-6826	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
40) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD, <u>Radioactive Protection Programs</u> , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Petroleum & Mining, OGMD, 517-284-6826		
41) Does the project involve the diversion and control of water for the mining and processing of low-grade iron ore?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
42) Does the project involve the surface or open-pit mining of metallic mineral deposits?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
43) Does the project involve the mining of nonferrous mineral deposits at the surface or in underground mines?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
44) Does the project involve mining coal?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
45) Does the project involve changing the status or plugging of a mineral well?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
46) Does the project involve the drilling or deepening of wells for brine production, solution mining, storage, or as test wells?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

Contact Union Township and EGLE Permits & Bonding, OGMD, 517-284-6841

THRIVE CHURCH EXISTING TOPOGRAPHY

SOUTH ISABELLA ROAD, MT. PLEASANT, MI 48858

SITE PLAN DESCRIPTIVE INFORMATION

- OWNERSHIP OF THE PARCEL RESIDES WITH THRIVE COMMUNITY CHURCH AND IS EVIDENCED BY WARRANTY DEED LIBER 1898, PAGE 5528. THE OWNER IS THE APPLICANT AND DEVELOPER.
- THE OWNER/APPLICANT/DEVELOPER IS BUILDING THEIR HOME CHURCH AND HAS NO INTENTION OF SELLING OR RENTING ANY PORTION OF THE STRUCTURE OR LAND. THRIVE CHURCH WILL HAVE A MAIN SANCTUARY THAT WILL SEAT 500 PEOPLE. THERE WILL BE OFFICES, CLASSROOMS, MEETING ROOMS, KITCHEN, BATHROOMS AND OPEN GATHERING AREAS AS SHOWN ON THE ARCHITECTURAL FLOOR PLAN. THE SITE IMPROVEMENTS ARE BEING PLACED TO SUPPORT THIS USE.
- THE PROJECT IS SLATED TO COMMENCE AS EARLY AS SPRING OF 2025. A CONSTRUCTION SCHEDULE HAS NOT YET BEEN DEVELOPED AS THE FINAL ARCHITECTURAL, MECHANICAL, ELECTRICAL AND CIVIL DESIGN DRAWINGS HAVE YET TO BE COMPLETED. ONCE COMPLETED, THE BIDDING PROCESS WILL BEGIN. THE SELECTED GENERAL CONTRACTOR WILL DEVELOP THE CONSTRUCTION SCHEDULE.

ZONED B7 (RETAIL & SERVICE HWY. BUSINESS DISTRICT)	SPECIFICATION
MINIMUM FRONT YARD SETBACK	15 FT. MIN.
MINIMUM SIDE YARD SETBACK	10 FT. MIN.
MINIMUM REAR YARD SETBACK	10 FT. MIN.
MAXIMUM BUILDING HEIGHT	35 FT. MAX.
MINIMUM LOT WIDTH	130 FT MIN. (I)
MINIMUM LOT AREA	20,000 SQ. FT.
MAXIMUM LOT COVERAGE BY ALL BUILDINGS	30%

- (I) Site Access Alternatives: If one of the following site access alternatives is provided, the minimum lot frontage requirement shall be reduced to one hundred (100) feet and the maximum lot coverage shall be increased to fifty percent (50%).

- A service road paralleling M-20 is provided across the entire parcel and primary ingress and egress to the parcel is via such service road.
- Alternative ingress and egress to the parcel is available, such as by way of a rear access road or a street intersecting M-20.
- Ingress and egress to the parcel from M-20 is via a driveway shared with adjoining properties.
- Ingress and egress to the parcel is through inter-connected parking areas with adjacent properties, if approved by the Planning Commission upon determining there will be safe and efficient vehicular and pedestrian circulation.
- Gross land area = 142,211.65 sf or 3.26 acres.

MISS DIG:

FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL "MISS DIG" 1-800-482-7171 A MINIMUM OF 3 WORKING DAYS PRIOR TO ANY EXCAVATION. ALL "MISS DIG" PARTICIPATING MEMBERS WILL BE APPROPRIATELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

UTILITY NOTE:

THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY COMPANY RECORDS. HOWEVER, IT IS NOT POSSIBLE TO DETERMINE THE PRECISE LOCATION AND DEPTH OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE, WE CANNOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN. THE CONTRACTOR SHALL CALL "MISS DIG" (1-800-482-7171) PRIOR TO ANY EXCAVATION. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THESE UTILITY LOCATIONS PRIOR TO CONSTRUCTION AND SHALL MAKE EVERY EFFORT TO PROTECT AND OR RELOCATE THEM AS REQUIRED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER/SURVEYOR AS SOON AS POSSIBLE IN THE EVENT A DISCREPANCY IS FOUND. UNDERGROUND SERVICE LEADS FOR GAS, ELECTRIC, TELEPHONE AND CABLE MAY BE ACROSS PROPERTY, NO INFORMATION AVAILABLE PLEASE CALL MISS DIG.

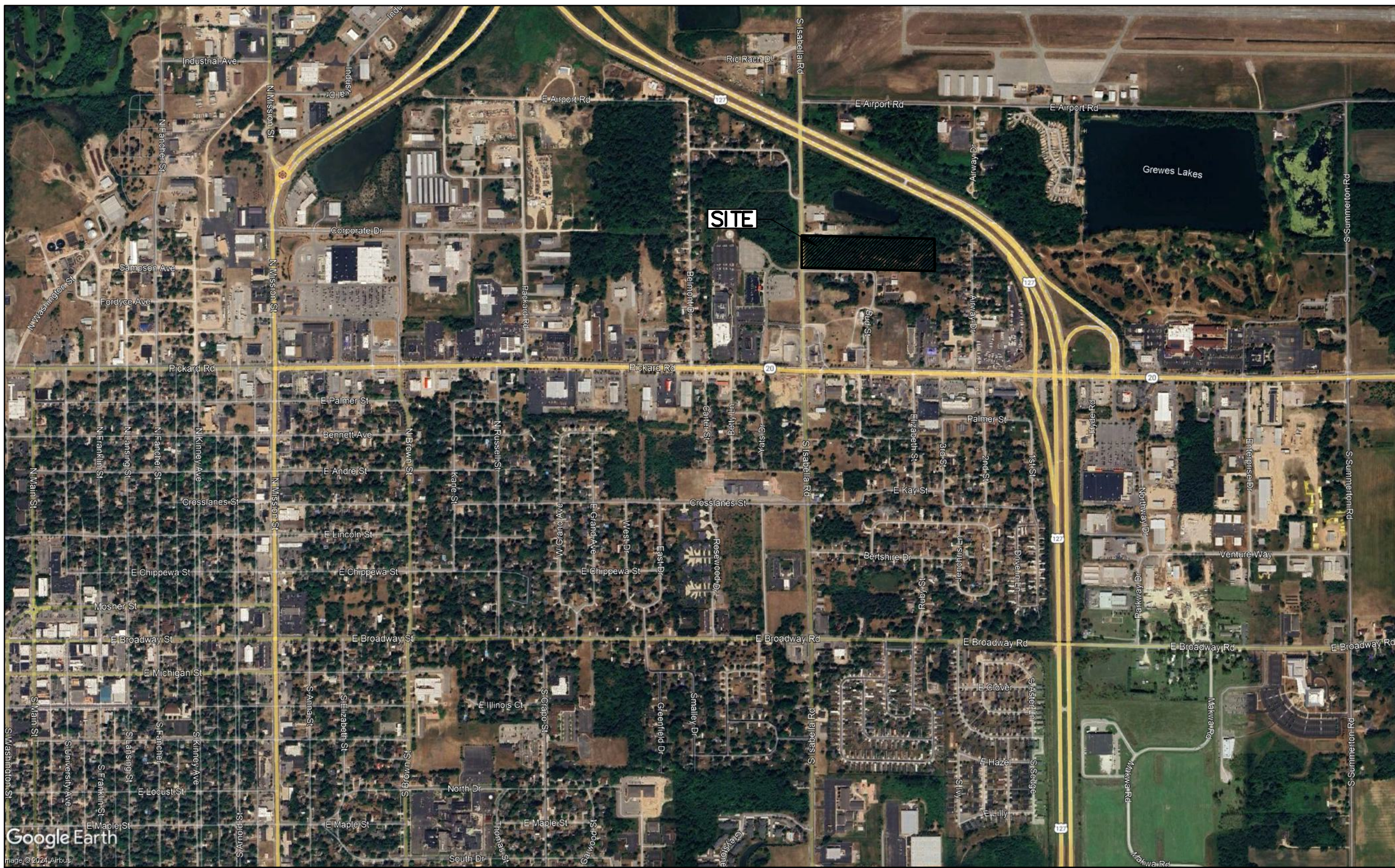
LEGEND SYMBOLS

LINETYPES

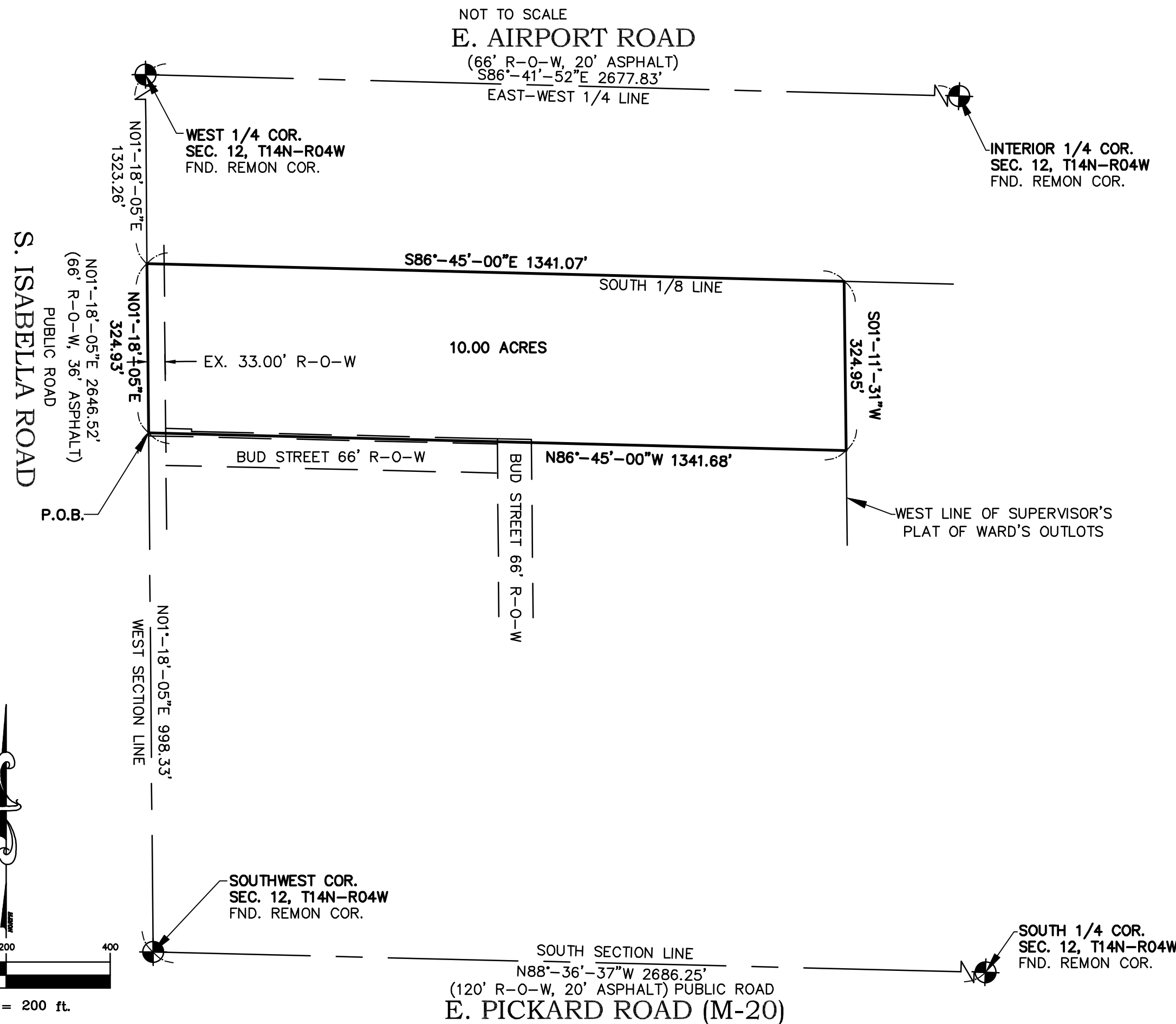
	BURIED ELECTRICAL CABLE
	BURIED TELEPHONE CABLE
	CENTERLINE OF DITCH
	FORCE MAIN
	GAS MAIN
	ROAD CENTERLINE
	SANITARY SEWER
	STORM SEWER
	TOE OF SLOPE
	TOP OF BANK
	UTILITIES - OVERHEAD
	UTILITIES - UNDERGROUND
	WATER MAIN

HATCH PATTERNS

	ASPHALT - EXISTING
	ASPHALT - PROPOSED
	CONCRETE
	GRAVEL
	LANDSCAPING
	RIP-RAP



LOCATION SKETCH



LEGAL DESCRIPTION PROVIDED: (LORENZ SURVEYING & ENGINEERING, INC. JOB# 220026)

THE NORTH 10 ACRES OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 12, T14N, R04W, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT ON THE WEST LINE OF SAID SECTION 12 WHICH IS N01°-18'-00"E, ALONG SAID SECTION LINE, 998.33 FEET FROM THE SOUTHWEST CORNER OF SAID SECTION 12; THENCE CONTINUING N01°-18'-00"E, ALONG SAID WEST SECTION LINE, 324.93 FEET TO THE SOUTH ONE-EIGHTH LINE OF SAID SECTION 12; THENCE S86°-45'-00"E, ALONG SAID SOUTH ONE-EIGHTH LINE, 1341.07 FEET TO THE WEST LINE OF SUPERVISOR'S PLAT OF WARD'S OUTLOTS AS RECORDED IN LIBER 3 OF PLATS, PAGE 167; THENCE S01°-11'-31"W, ALONG SAID WEST LINE OF SUPERVISOR'S PLAT OF WARD'S OUTLOTS, 324.95 FEET; THENCE N86°-45'-00"W, PARALLEL WITH SAID SOUTH ONE-EIGHTH LINE, 1341.68 FEET TO THE POINT OF BEGINNING, CONTAINING 10.00 ACRES, SUBJECT TO THE WESTERLY 33.00 FEET THEREOF AS ISABELLA ROAD AND SUBJECT TO EASEMENTS, RIGHT OF WAYS, RESTRICTIONS AND RESERVATIONS WHETHER USED, IMPLIED OR OF RECORD.

SHEET INDEX

SHEET 1	COVER SHEET
SHEET 2	EXISTING TOPOGRAPHY
SHEET 3	HORIZONTAL & GENERAL GRADING PLAN EAST
SHEET 4	HORIZONTAL & GENERAL GRADING PLAN WEST
SHEET 5	OPEN LAWN AREA
SHEET 6	ARCHITECTURAL DRAWINGS (BY OTHERS)

FLOOD ZONE CERTIFICATION:

THE PROPERTY IS LOCATED IN ZONE X AS DESIGNATED BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP NO. 26073C0330D WITH AN EFFECTIVE DATE OF 2/5/2014 FOR THE CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN WHICH IS THE CURRENT FLOOD INSURANCE RATE MAP FOR THE COMMUNITY IN WHICH SAID PREMISES IS SITUATED.

BEARING BASIS PER GEODETIC OBSERVATION MICHIGAN STATE PLANE SOUTH. THE BEARING BETWEEN THE SOUTHWEST CORNER AND THE WEST 1/4 CORNER WAS DETERMINED TO BE N01°-18'-05"E

SITE: NONADDRESSED PARCEL
TAX I.D.# 14-012-30-009-00
SOUTH ISABELLA ROAD
MT. PLEASANT, MI 48858

OWNER/CLIENT: ATTN: PASTOR DAVID SHEPHERD
THRIVE COMMUNITY CHURCH
P.O. BOX 1408
MT. PLEASANT, MI 48804

CONSULTANT: CENTRAL MICHIGAN SURVEYING & DEVELOPMENT CO., INC.
2257 E BROOMFIELD ROAD
MT. PLEASANT, MI 48858
CONTACT PERSON: TIMOTHY E BEBEE
PHONE: (989) 775-0756
FAX: (989) 775-5012
EMAIL: info@cms-d.com

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JODY LAMROUX
jlamroux@chartercom.com

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ERICA BAUMANN
erica.baumann@cmsenergy.com

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(989) 763-3129
CHRIS STANTON
chris.stanton@ftr.com

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BIG RAPIDS, MI 49307
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LARRY BOURKE
lbourke@dteenergy.com

MT. PLEASANT FIRE DEPARTMENT
804 EAST HIGH STREET
MT. PLEASANT, MI 48858
(989) 779-5100 EXT 5122
LT. BRAD DOEPKER
bdoepker@mt-pleasant.org

UNION TOWNSHIP UTILITIES
DEPARTMENT OF PUBLIC SERVICES
2010 S. LINCOLN
MT. PLEASANT, MI 48858
(989) 772-4600 EXT. 224
KIM SMITH
ksmith@uniontownshipmi.com

UNION TOWNSHIP DEVELOPMENT
COMMUNITY & ECONOMIC DEVELOPMENT
2010 S. LINCOLN
MT. PLEASANT, MI 48858
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RODNEY NANNEY, AICP
rnanney@uniontownshipmi.com

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2010 S. LINCOLN
MT. PLEASANT, MI 48858
989 772-4600 EXT. 241
PETER GALLINAT
pgallinat@uniontownshipmi.com

DRAIN COMMISSIONERS OFFICE
ISABELLA COUNTY BUILDING
200 NORTH MAIN STREET ROOM 140
MT. PLEASANT, MI 48857
(989) 772-0911
ROBERT WILLOUGHBY
drain@isabellacounty.org

ISABELLA COUNTY ROAD COMMISSION
2251 EAST REMUS ROAD
MT. PLEASANT, MI 48858
(989) 773-7131 EXT 115
PATRICK GAFFNEY
PGaffney@isabellaroads.com

COVER SHEET
THRIVE CHURCH

PART OF THE SOUTHWEST 1/4
SECTION 12, T14N-R04W,
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

REVISIONS:

SUBMITTAL TO CLIENT FOR REVIEW 3-1-24

SUBMITTAL TO UNION TWP. PLANNING 12-23-24

SUBMITTAL:

JOB NUMBER:
2410-128

DRAWN BY:
BTM

DESIGNED BY:
N/A

CHECKED BY:
TELB

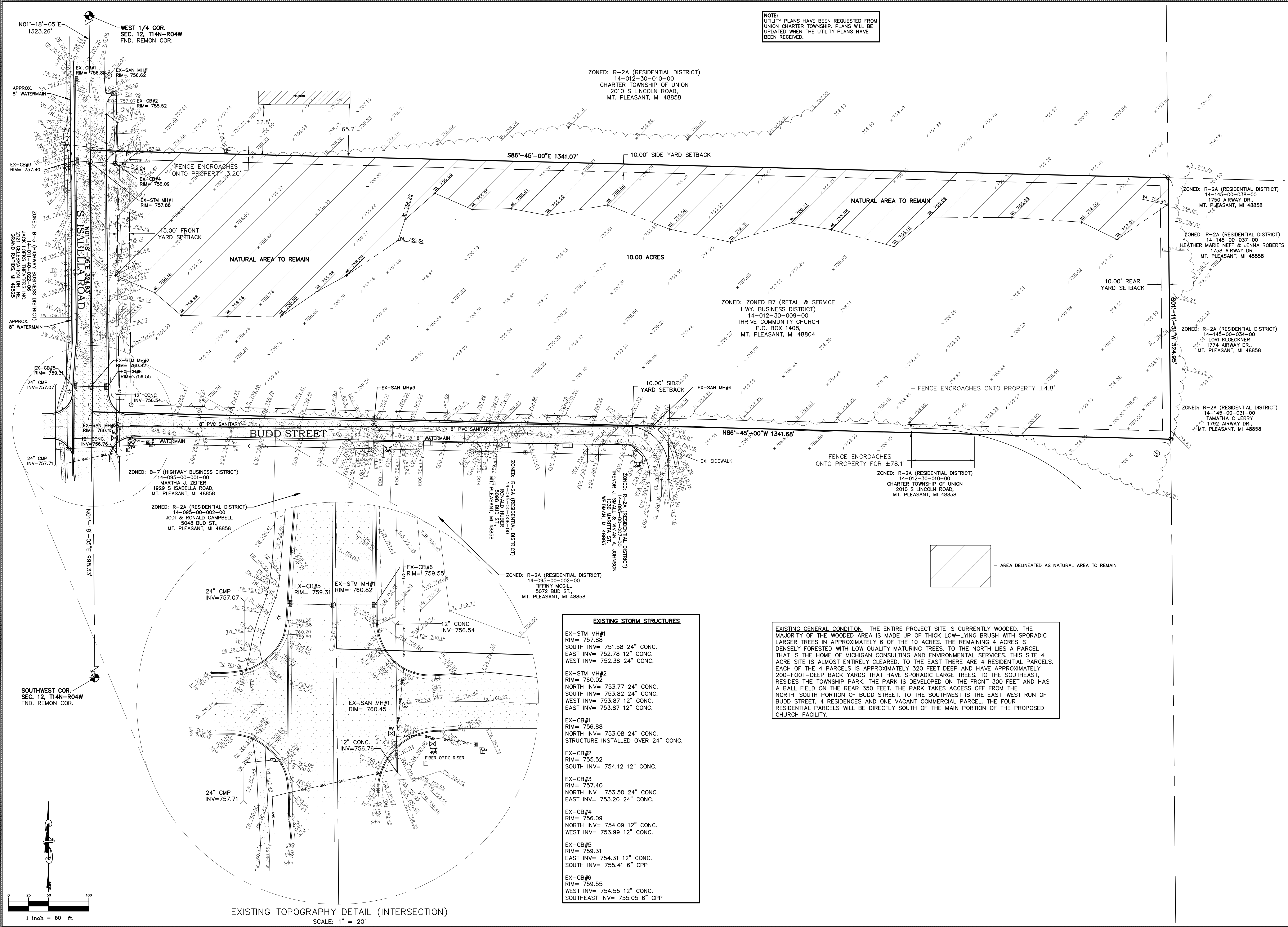
SCALE
N/A

SHEET NUMBER
1 OF 5

CMS & D

SURVEYING / ENGINEERING
2257 EAST BROOMFIELD ROAD
MT. PLEASANT, MICHIGAN 48858
PHONE: (989) 775-0756
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EMAIL: info@cms-d.com





NOTE:
UTILITY PLANS HAVE BEEN REQUESTED FROM
UNION CHARTER TOWNSHIP. PLANS WILL BE
UPDATED WHEN THE UTILITY PLANS HAVE
BEEN RECEIVED.

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-012-30-010-00
CHARTER TOWNSHIP OF UNION
2010 S LINCOLN ROAD,
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-145-00-038-00
1750 AIRWAY DR.
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-145-00-037-00
HEATHER MARIE NEFF & JENNA ROBERTS
1758 AIRWAY DR.
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-145-00-034-00
LORI KLOECKNER
1774 AIRWAY DR.
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-145-00-031-00
1792 AIRWAY DR.
MT. PLEASANT, MI 48858

ZONED: B-7 (HIGHWAY BUSINESS DISTRICT)
14-095-00-001-00
MARTHA J. ZEITER
1929 S ISABELLA ROAD,
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-095-00-002-00
JODI & RONALD CAMPBELL
5048 BUD ST.
MT. PLEASANT, MI 48858

ZONED: R-2A (RESIDENTIAL DISTRICT)
14-095-00-002-00
TIFFINY MCGILL
5072 BUD ST.,
MT. PLEASANT, MI 48858

EXISTING STORM STRUCTURES

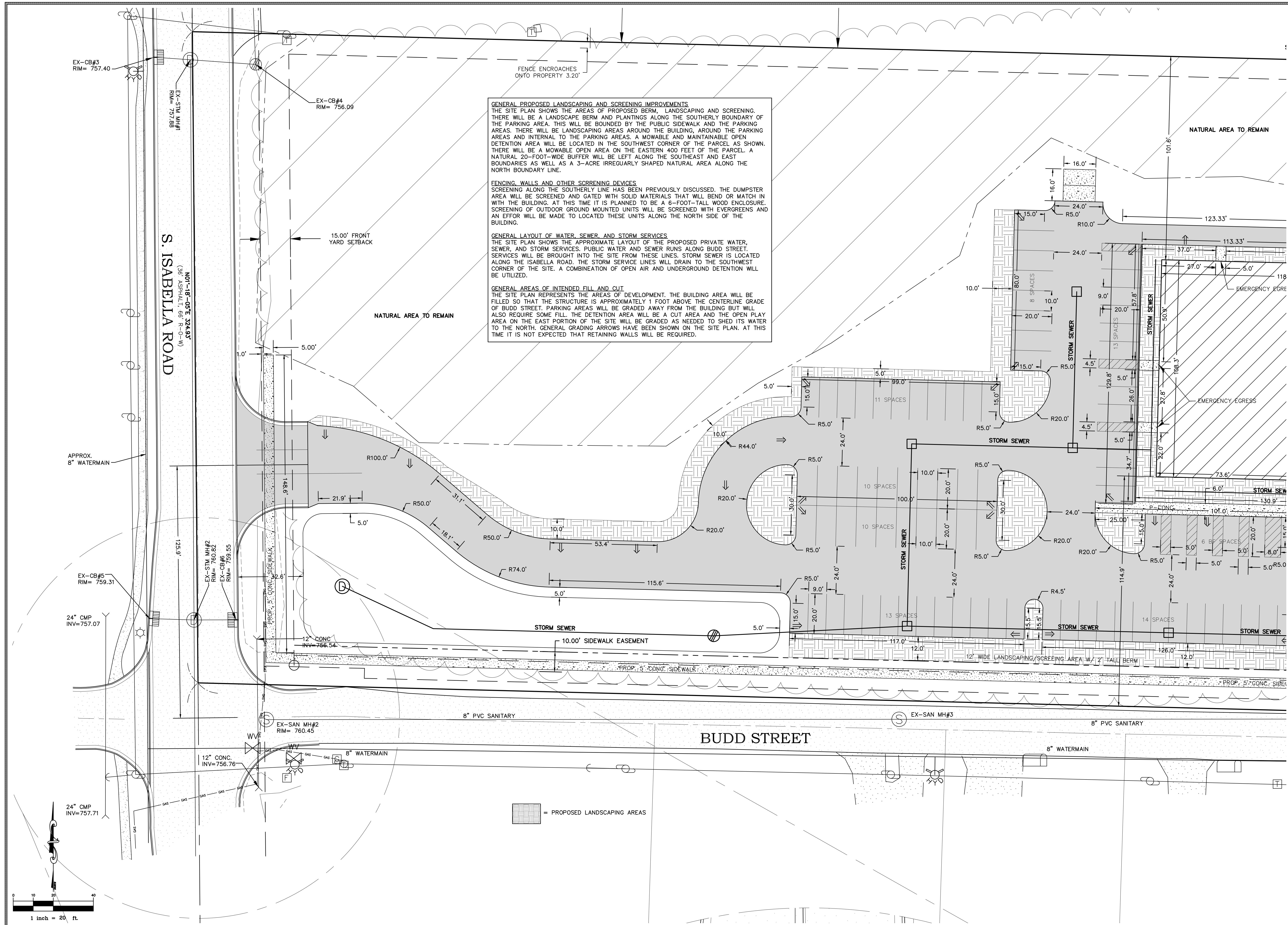
- EX-STW MH#1
RIM= 757.88
SOUTH INV= 751.58 24" CONC.
EAST INV= 752.78 12" CONC.
WEST INV= 752.38 24" CONC.
- EX-STW MH#2
RIM= 760.02
NORTH INV= 753.77 24" CONC.
SOUTH INV= 753.82 24" CONC.
WEST INV= 753.87 12" CONC.
EAST INV= 753.87 12" CONC.
- EX-CB#1
RIM= 756.88
NORTH INV= 753.08 24" CONC.
STRUCTURE INSTALLED OVER 24" CONC.
- EX-CB#2
RIM= 755.52
SOUTH INV= 754.12 12" CONC.
- EX-CB#3
RIM= 757.40
NORTH INV= 753.50 24" CONC.
EAST INV= 753.20 24" CONC.
- EX-CB#4
RIM= 756.09
NORTH INV= 754.09 12" CONC.
WEST INV= 753.99 12" CONC.
- EX-CB#5
RIM= 759.31
EAST INV= 754.31 12" CONC.
SOUTH INV= 755.41 6" CPP
- EX-CB#6
RIM= 759.55
WEST INV= 754.55 12" CONC.
SOUTHEAST INV= 755.05 6" CPP

EXISTING GENERAL CONDITION - THE ENTIRE PROJECT SITE IS CURRENTLY WOODED. THE MAJORITY OF THE WOODED AREA IS MADE UP OF THICK LOW-LYING BRUSH WITH SPORADIC LARGER TREES IN APPROXIMATELY 6 OF THE 10 ACRES. THE REMAINING 4 ACRES IS DENSELY FORESTED WITH LOW QUALITY MATURING TREES. TO THE NORTH LIES A PARCEL THAT IS THE HOME OF MICHIGAN CONSULTING AND ENVIRONMENTAL SERVICES. THIS SITE 4 ACRE SITE IS ALMOST ENTIRELY CLEARED. TO THE EAST THERE ARE 4 RESIDENTIAL PARCELS. EACH OF THE 4 PARCELS IS APPROXIMATELY 320 FEET DEEP AND HAVE APPROXIMATELY 200-FOOT-DEEP BACK YARDS THAT HAVE SPORADIC LARGE TREES. TO THE SOUTHEAST, RESIDES THE TOWNSHIP PARK. THE PARK IS DEVELOPED ON THE FRONT 300 FEET AND HAS A BALL FIELD ON THE REAR 350 FEET. THE PARK TAKES ACCESS OFF FROM THE NORTH-SOUTH PORTION OF BUDD STREET. TO THE SOUTHWEST IS THE EAST-WEST RUN OF BUDD STREET, 4 RESIDENCES AND ONE VACANT COMMERCIAL PARCEL. THE FOUR RESIDENTIAL PARCELS WILL BE DIRECTLY SOUTH OF THE MAIN PORTION OF THE PROPOSED CHURCH FACILITY.

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PHONE: (989) 775-0756
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EMAIL: info@cms-d.com

EXISTING TOPOGRAPHY
THRIVE CHURCH
PART OF THE SOUTHWEST 1/4
SECTION 12, T14N-R04W,
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

REVISIONS:			
SUBMITTALS:			
JOB NUMBER:	2410-128		
DRAWN BY:	BTM		
DESIGNED BY:	N/A		
CHECKED BY:	TELB		
SCALE	1" = 50'	SHEET NUMBER	2 OF 5



GENERAL PROPOSED LANDSCAPING AND SCREENING IMPROVEMENTS

THE SITE PLAN SHOWS THE AREAS OF PROPOSED BERM, LANDSCAPING AND SCREENING. THERE WILL BE A LANDSCAPE BERM AND PLANTINGS ALONG THE SOUTHERLY BOUNDARY OF THE PARKING AREA. THIS WILL BE BOUNDED BY THE PUBLIC SIDEWALK AND THE PARKING AREAS. THERE WILL BE LANDSCAPING AREAS AROUND THE BUILDING, AROUND THE PARKING AREAS AND INTERNAL TO THE PARKING AREAS. A MOWABLE AND MAINTAINABLE OPEN DETENTION AREA WILL BE LOCATED IN THE SOUTHWEST CORNER OF THE PARCEL AS SHOWN. THE MOWABLE OPEN AREA ON THE EASTERN 400 FEET OF THE PARCEL, A NATURAL 20-FOOT-WIDE BUFFER WILL BE LEFT ALONG THE SOUTHEAST AND EAST BOUNDARIES AS WELL AS A 3-ACRE IRREGULARLY SHAPED NATURAL AREA ALONG THE NORTH BOUNDARY LINE.

FENCING, WALLS AND OTHER SCREENING DEVICES

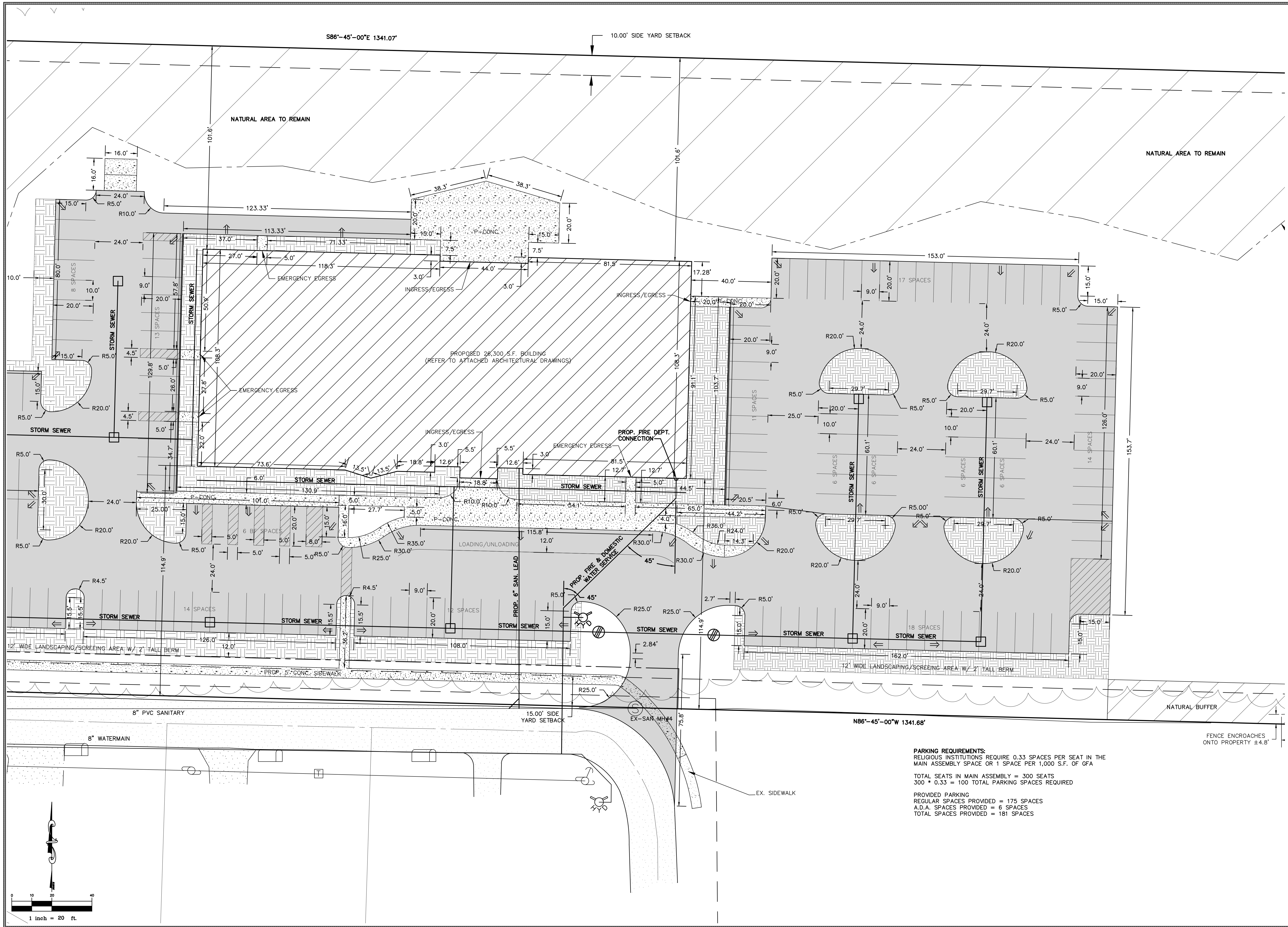
SCREENING ALONG THE SOUTHERLY LINE HAS BEEN PREVIOUSLY DISCUSSED. THE DUMPSTER AREA WILL BE SCREENED AND GATED WITH SOLID MATERIALS. THIS WILL BE DONE WITH THE BUILDING AT THIS TIME IT IS PLANNED TO BE A 6-FOOT TALL WOOD ENCLOSURE. SCREENING OF OUTDOOR GROUND MOUNTED UNITS WILL BE SCREENED WITH EVERGREENS AND AN EFFOR WILL BE MADE TO LOCATED THESE UNITS ALONG THE NORTH SIDE OF THE BUILDING.

GENERAL LAYOUT OF WATER, SEWER, AND STORM SERVICES

THE SITE PLAN SHOWS THE APPROXIMATE LAYOUT OF THE PROPOSED PRIVATE WATER, SEWER, AND STORM SERVICES. THE WATER MAINS RUNS ALONG BUDD STREET. SERVICES WILL BE BROUGHT INTO THE SITE FROM THESE LINES. STORM SEWER IS LOCATED ALONG THE ISABELLA ROAD. THE STORM SERVICE LINES WILL DRAIN TO THE SOUTHWEST CORNER OF THE SITE. A COMBINATION OF OPEN AIR AND UNDERGROUND DETENTION WILL BE UTILIZED.

GENERAL AREAS OF INTENDED FILL AND CUT


THE SITE PLAN REPRESENTS THE AREAS OF DEVELOPMENT. THE BUILDING AREA WILL BE FILL SO THAT THE STRUCTURE IS APPROXIMATELY 1 FOOT ABOVE THE CENTERLINE GRADE OF BUDD STREET. PARKING AREAS WILL BE GRADED AROUND THE BUILDING BUT WILL ALSO REQUIRE SOME FILL. THE DETENTION AREA WILL BE A CUT AREA AND THE OPEN PLAY AREA ON THE EAST PORTION OF THE SITE WILL BE GRADED AS NEEDED TO SHED ITS WATER TO THE NORTH. GENERAL GRADING ARROWS HAVE BEEN SHOWN ON THE SITE PLAN. AT THIS TIME IT IS NOT EXPECTED THAT RETAINING WALLS WILL BE REQUIRED.

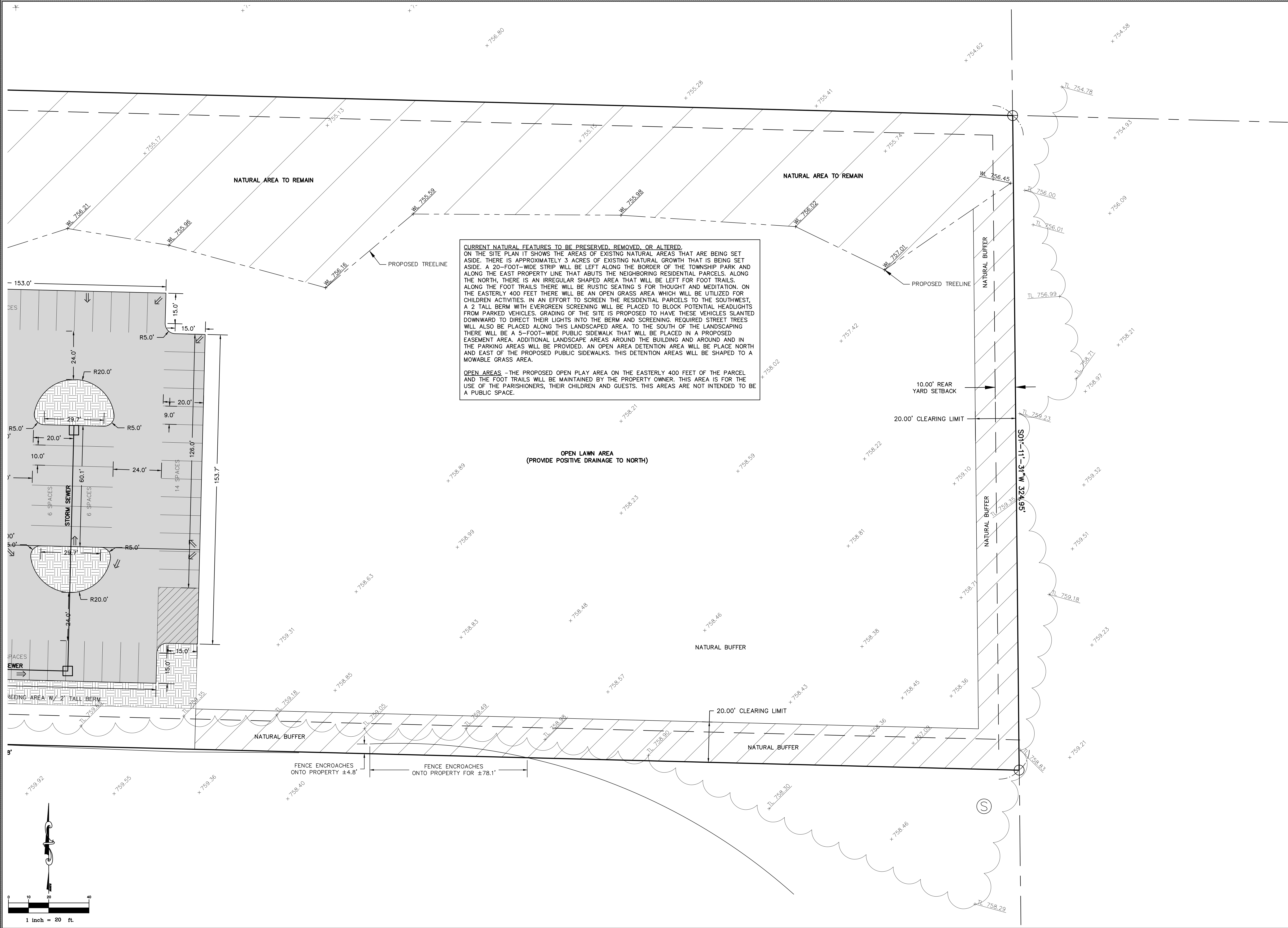


PARKING REQUIREMENTS:
RELIGIOUS INSTITUTIONS REQUIRE 0.33 SPACES PER SEAT IN THE MAIN ASSEMBLY SPACE OR 1 SPACE PER 1,000 S.F. OF GFA

TOTAL SEATS IN MAIN ASSEMBLY = 300 SEATS
 $300 \times 0.33 = 100$ TOTAL PARKING SPACES REQUIRED

PROVIDED PARKING
REGULAR SPACES PROVIDED = 175 SPACES
A.D.A. SPACES PROVIDED = 6 SPACES
TOTAL SPACES PROVIDED = 181 SPACES

CMS & D SURVEYING / ENGINEERING 2257 EAST BROOMFIELD ROAD MT. PLEASANT, MICHIGAN 48858 PHONE: (989) 775-0756 FAX: (989) 775-5012 EMAIL: info@cms-d.com	
	
HORIZONTAL & GENERAL GRADING PLAN EAST THRIVE CHURCH PART OF THE SOUTHWEST 1/4 SECTION 12, T14N-R04W, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN	
SUBMITTALS: SUBMITTAL TO CLIENT FOR REVIEW 3-1-24 SUBMITTAL TO UNION TWP. PLANNING 12-23-24	
JOB NUMBER: 2410-128	DESIGNED BY: N/A
DRAWN BY: BTM	CHECKED BY: TELB
SCALE 1" = 20'	SHEET NUMBER 4 OF 5



CMS & D
SURVEYING / ENGINEERING
2257 EAST BROOMFIELD ROAD
MT. PLEASANT, MICHIGAN 48858
PHONE: (989) 775-0756
FAX: (989) 775-5012
EMAIL: info@cms-d.com

OPEN LAWN AREA
THRIVE CHURCH
PART OF THE SOUTHWEST 1/4
SECTION 12, T14N-R04W,
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

SCALE 1" = 20'	JOB NUMBER: 2410-128	SUBMITTALS:	
		SUBMITTAL TO CLIENT FOR REVIEW 3-1-24	
SHEET NUMBER 5 OF 5	DRAWN BY: BTM	REVISIONS:	
		SUBMITTAL TO UNION TWP. PLANNING 12-23-24	

Architectural elevation drawing of a building facade. The drawing shows a vertical section with a brick wall on the left, a central section with vertical wood slats and dark rectangular windows, and a right section with horizontal wood slats. Dimensions are indicated: 28'-0" total width, 20'-0" for the central section, and 12'-0" for the base of the central section.



Floor Plan



South Elevation

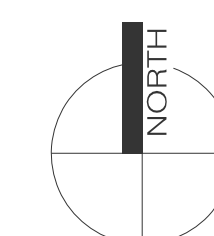


Thrive Church

VACANT PARCEL: 14-012-30-009-00
South Isabella Road, Mount Pleasant, MI

Floor Plan and Elevations

26,356 sq.ft.



SCALE: 1" = 10'

DECEMBER 20, 2024

PRELIMINARY SITE PLAN REPORT

TO:	Planning Commission	DATE:	January 15, 2025
FROM:	Rodney C. Nanney, AICP Community and Economic Development Director	ZONING:	B-7, Retail and Service Highway Business District
PROJECT:	PRESR24-03 Preliminary Site Plan approval – Proposed Thrive Church.		
PARCEL(S):	PID 14-012-30-009-00		
OWNER(S):	Thrive Community Church		
LOCATION:	Approx. 10 acres located at S. Isabella Road in the SW 1/4 of Section 12.		
EXISTING USE:	Vacant lot	ADJACENT ZONING:	B-5, B-7, R-2A
FUTURE LAND USE DESIGNATION: <i>Retail/Service:</i> This district is intended for the widest variety of retail and service businesses. They could range from apparel shops, auto service, and restaurants through small commercial strip centers and office buildings. This district is not intended for heavy commercial/light industrial uses like landscaping or contractor yards, heavy auto repair, or similar uses that may require some form of outside storage. Locations for this district are based on arterial road frontage and the need for high traffic volumes with convenient, well managed access.			
ACTION: To approve the PRESR24-03 preliminary site plan dated 12/23/2024 for the new 28,300 square-foot Thrive Community Church facility located on the northeast corner of S. Isabella Road and Bud Street in the SW 1/4 of Section 22 and in the B-7 (Retail and Service Highway Business) District.			

Site Plan Approval Process

Per Section 14.2.C. of the Zoning Ordinance, both preliminary site plan approval and final site plan approval are required for this project. Per Section 14.2.J., approval of a preliminary site plan by the Planning Commission “*shall indicate its general acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas.*” Planning Commission approval of a final site plan “*constitutes the final zoning approval for the project and allows for issuance of a building permit to begin site work or construction, provided all other construction and engineering requirements have been met*” (Section 14.2.L.). Documentation of applicable outside agency permits and approvals will be required as part of a final site plan application.

Background Information

Township staff first met with representatives from Thrive Community Church regarding this project in 2021 and 2022. In early 2024, the Community and Economic Development Director, Zoning Administrator, Building Official, and Mt. Pleasant Fire Lieutenant met with Church representatives to discuss site plan and building/fire code requirements and the anticipated timeline from site plan to a building permit.

Preliminary Site Plan Review Comments

The following comments are based on the standards for preliminary site plan approval and specific elements of the proposed site plan:

1. **Section 14.2.P. (Required Site Plan Information).** The site plan can conform to the minimum Section 14.2.P. information requirements for a preliminary site plan with one exception regarding building elevations, where only the south and west elevations were submitted. The following will need to be addressed by the applicant on the final site plan:
 - ☐ Add the east and north building elevation drawings to the final site plan set.
 - ☐ Document on the plan the extent to which the “natural area to remain” is a regulated wetland under state law, and add notes to confirm how this wetland will be protected and maintained in a manner that will prevent flooding or other impacts on neighboring properties from increased stormwater runoff. Add notes to clarify the extent of any planned changes or removal of vegetation in this area.
 - ☐ Add a detailed use statement to the final site plan. Staff would recommend that a statement similar to that prepared by the Church leadership in 2022 be used for this purpose. Please note that the anticipated uses of the concrete area north of the building should also be included in this use statement.
2. **Section 8 (Environmental Performance Standards).** The hazardous substance reporting form and EGLE permit checklist were submitted with the application. **CONFORMS.**
3. **Section 9 (Off-Street Parking, Loading Requirements).** Religious Institutions require 0.33 spaces per seat in the main assembly space or 1 space per 1,000 square-feet of gross floor area. The building is 28,300-square-feet but has a main assembly space of 300. This requires 100 parking spaces. The plan proposes 181 spaces which includes six (6) barrier-free parking spaces. The parking spaces are 9-feet wide and 20-feet deep, which complies with required parking dimensions. A loading area is provided in the front of the building that is 12-feet wide and 115.8-feet long. The following details will need to be provided on the final site plan:
 - ☐ Confirm on the plan that the loading area has a clearance height of at least 15 feet.
 - ☐ Add notes on the plan to explain why the loading area is best located in the front yard, including a summary of the type and frequency of anticipated deliveries/loading/unloading and any other factors relevant to this arrangement.
 - ☐ Add a dimensional measurement to confirm that the loading area is at least 24 feet from the parking spaces to the south.
 - ☐ Identify the intent/purpose of the hashed-out rectangular area near the southeast corner of the parking lot.
4. **Section 9.6.C (Access Management, Service Drive).** The site will utilize two ingress/egress points. One is located from S. Isabella Road to the west and the other aligns with Bud Street to the south. Township staff has previously noted a safety concern

with the ingress/egress access at the point where Bud Street turns west by Jameson Park. A motorist traveling north on Bud Street could find themselves driving into the church parking lot not realizing that the street curves and continues west. In addition, the wide driveway apron and the proposed sidewalk pathway across the long angle of the drive creates safety concerns for pedestrian-vehicle conflicts. This driveway location will be subject to Isabella County Road Commission approval. In addition, the following details will need to be provided on the final site plan:

- ☐ Adjust the sidewalk layout to align the crossing from east to west across the narrow point of the driveway and then curve south to connect to the existing sidewalk.
- ☐ Provide road edge white-line striping on the curve of Bud Street and add incidental signage outside of the right-of-way to make clear that this is a private driveway.

5. **Section 7.10 (Sidewalks and Pathways).** The plan proposes a 5-foot-wide sidewalk along Bud Street that connects into an existing sidewalk by Jameson Park, and a sidewalk north along a portion of S. Isabella Road to the edge of the “natural area to remain,” but a corresponding request for temporary relief from construction for the remaining section to the north lot line is missing from the plan set. It is staff’s understanding that this area is a regulated wetland under state law, which means any future pedestrian crossing may need to take the form of an elevated boardwalk that would terminate at the lot line. Without a granting of temporary relief, this section would need to be constructed. The required sidewalk ramps and curb returns at the intersection are also missing. A 5-foot-wide internal sidewalk connector and crosswalk is proposed to connect from the Bud Street sidewalk to the Church entrance. In addition to the sidewalk alignment/driveway crossing item noted in part 4 of this report, the following details will need to be addressed by the applicant on the final site plan:

- ☐ Widen internal sidewalks where directly adjacent to parking spaces to 7-feet as required by the Sidewalk and Pathway Ordinance.
- ☐ Add the missing section of sidewalk (or elevated boardwalk) along the S. Isabella Road frontage from the proposed driveway to the north lot boundary to the final site plan, and the sidewalk ramps at the northeast corner of S. Isabella Road and Bud Street.
 - If the applicant includes a request for temporary relief from construction for this section of sidewalk, it is the recommendation of staff that the existing topography, presence of state-regulated wetlands, and estimated scope and cost of fill (with any state-required wetland mitigation) or elevated boardwalk construction be included on the final site plan as justification for this request.
 - If the applicant includes a request for temporary relief from construction for the required sidewalk ramps at the intersection, it is the recommendation of staff that section B.4. of the Board of Trustees’ adopted Sidewalk and Pathway Construction Policy be quoted on the plan as the reason for this request.
- ☐ Extend the proposed Bud Street sidewalk easement to the right-of-way line and add the missing sidewalk easement along S. Isabella Road and for the required sidewalk ramps/curb returns at the intersection.

- ☐ Add provisions for recording of easements by the applicant for sidewalks, ramps, and curb returns along the road frontages that are proposed to be located outside of existing road rights-of-way, consistent with the Sidewalk and Pathway Ordinance and the adopted Sidewalk and Pathway Construction Policy. For any section of sidewalk subject to a request by the applicant for temporary relief from sidewalk construction, the easement width and extent should be sufficient to allow for future construction without the need for any temporary construction or grading easements.
- 6. **Section 7.14 (Trash Removal and Collection).** No trash dumpster is shown, but it is noted on sheet 3 that wood fencing will be utilized for a dumpster enclosure. An unidentified 16-foot by 16-foot concrete area is shown on the north of the property. The following details will need to be provided on the final site plan:
 - ☐ Identify the dumpster location with enclosure, concrete apron, and screening details that conform to Section 7.14 requirements.

Additional Comments - Looking Ahead to the Final Site Plan

- 7. **Section 10 (Landscaping and Screening).** The plan notes some landscaping features to be proposed but does not include details required for the final site plan. The following details will need to be addressed by the applicant on the final site plan:
 - ☐ Identify the 5,430 square-feet of interior landscaping required for the 181 parking spaces. Landscaped areas need to be at least 300-square-feet and 9-feet in any single dimension.
 - ☐ Screening in the form of a landscaped berm, greenbelt, or wall shall be required wherever a *non-residential use in a commercial, office, or industrial district abuts directly upon land zoned for residential purposes, and where loading areas would be visible from residential districts*. Both conditions apply to this project, as designed.
 - Such screening shall comply with the requirements in Section 10.2, sub-section E. If a wall is used, it shall comply with the requirements in Section 7.6, and a landscaped greenbelt (planted in accordance with Section 10.2, sub-section D) shall be required on the side of the wall facing the residential district.
 - ☐ If the concrete area north of the building is planned to be used for events, consideration should be given to any screening needed to minimize noise impacts for the neighboring lot to the north. If, in the professional opinion of the project engineer, the existing “natural area” vegetation will provide adequate screening for this purpose, a note to this effect should be included on the plan.
 - ☐ Lineal road frontage trees and shrubs requirements are based on the correct formula in Section 10.2.B. Staff would recommend that the S. Isabella Road frontage calculation be made for the portion outside of the “natural area to remain” with a note regarding preservation of existing vegetation in that area.
 - ☐ Add details (location, size, species) of any existing vegetation to be used to satisfy

required landscaping or screening, and note any modifications from Section 10 standards with documentation of how each is consistent with Section 10.7.

- ☐ Add a cross-section drawing and revise the berm design on sheet 3 to be fully consistent with Section 10.2.C (Berms), which requires a berm to be 1-foot vertical for each 3 feet horizontal *with at least a 2-foot flat area on top*.

8. **Outside agency approvals.** The applicant is responsible for obtaining all necessary outside agencies permits or approvals prior to submittal of a final site plan application, including from the Twp. Engineer (Gourdie Fraser Associates) for a stormwater management permit approval, Isabella County Transportation Commission, Township Public Services Department (for water and sewer approvals), Isabella County Road Commission (driveway permit), and the Mt. Pleasant Fire Department.

Objective

The Planning Commission shall review the application materials and site plan, together with any reports and recommendations. The Planning Commission shall identify and evaluate all relevant factors and shall then take action by motion to approve the site plan, to approve the site plan with conditions, to deny the site plan application, or to postpone further consideration of the site plan to a date certain in accordance with Section 14.2.H. of the Zoning Ordinance.

Key Findings

- ☐ A significant number of details are missing, but it is the opinion of staff that they all can be addressed by the applicant on the final site plan. It is the opinion of staff that the site plan is sufficiently complete for a preliminary site plan approval action.
- ☐ No requests were made by the applicant for temporary relief from construction of the missing elements required along the S. Isabella Road frontage and at the Bud Street intersection. Such requests can be made on the final site plan, as noted in this report.

Recommendations

Based on the above findings, I recommend approval of the PRES24-03 preliminary site plan application, contingent upon the applicant addressing the items of missing required information, the detailed use statement, and access and sidewalk details on the final site plan to the Planning Commission's satisfaction.

Please contact me at (989) 772-4600 ext. 232, or via email at rnanney@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director

Draft Motions: PRESPR 24-03 Preliminary Site Plan Review Application
Thrive Community Church

MOTION TO APPROVE THE PRELIMINARY SITE PLAN AS PRESENTED:

Motion by _____, supported by _____, to approve the PRESPR24-03 preliminary site plan dated December 23, 2024 for the new 28,300 square-foot Thrive Community Church facility on the northeast corner of S. Isabella Road and Bud Street in the southwest quarter of Section 22 and in the B-7 (Retail and Service Highway Business) zoning district, finding that the site plan fully complies with the applicable Zoning Ordinance requirements for preliminary site plan approval, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval).

MOTION TO APPROVE THE PRELIMINARY SITE PLAN WITH CONDITIONS:

Motion by _____, supported by _____, to approve the PRESPR24-03 preliminary site plan dated December 23, 2024 for the new 28,300 square-foot Thrive Community Church facility on the northeast corner of S. Isabella Road and Bud Street in the southwest quarter of Section 22 and in the B-7 (Retail and Service Highway Business) zoning district, finding the site plan can comply with the applicable Zoning Ordinance requirements for preliminary 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 condition(s):

1. The applicant shall address the items of missing required information, the detailed use statement, and access and sidewalk details on the final site plan to the Planning Commission's satisfaction.

MOTION TO POSTPONE ACTION:

Motion by _____, supported by _____, to postpone action on the PRESPR24-03 preliminary site plan dated December 23, 2024 for the new 28,300 square-foot Thrive Community Church facility on the northeast corner of S. Isabella Road and Bud Street in the B-7 zoning district until _____, 2025 for the following reasons:

MOTION TO DENY:

Motion by _____, supported by _____, to deny the PRESPR24-03 preliminary site plan dated December 23, 2024 for the new 28,300 square-foot Thrive Community Church facility on the northeast corner of S. Isabella Road and Bud Street in the southwest quarter of Section 22 and in the B-7 (Retail and Service Highway Business) zoning district, finding that the site plan does not comply with applicable Zoning Ordinance requirements, including Sections 14.2.P. (Required Site Plan Information) and 14.2.S. (Standards for Site Plan Approval), for the following reasons:
